



ROCHESTER
BUSINESS UNIVERSITY



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WILLIAMS & ROGERS

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TO THE YOUTH OF AMERICA.

THE OFFICERS of the Rochester Business University respectfully invite the attention of those young men and young women, who are ambitious to secure the honors and emoluments accruing from successful business, to the facilities afforded by this institution for acquiring a thorough knowledge of those things which are essential to obtaining a right start, upon which success in business largely depends. They desire to assure those seeking practical education that the Course of Study is as complete, symmetrical and practical as untiring effort, close observation of business methods and business necessities, and extended experience can render it; that its faculty is composed of the best talent the country affords; that its patronage consists of a class of young people who are characterized by intelligence, ambition and earnest devotion to their real interests; that its graduates are sought by business men as bookkeepers and confidential clerks, and by commercial and other schools as teachers, and often in excess of the supply, and that the managers of the institution interest themselves personally and actively in the welfare of students and graduates.

Attention is especially called to the description of the Course of Study contained in these pages, to the list of eminent teachers composing the faculty, to the intimate relation of the school to the Young Men's Christian Association, to the magnificent accommodations just secured and to the advantages to be enjoyed by attending a school from which have emanated the leading text-books of the day upon all branches of commercial science.

The institution has the recommendation of stability, as shown by twenty-six years of successful work, and its best guaranty for the work of the future is the achievements of the past. It is confidently believed that no other American educational institution, of whatever character, possesses more complete facilities for promoting, in every regard, the material interests of its pupils.

PROPRIETORS AND MANAGERS.

L. L. WILLIAMS, F. E. ROGERS,
A. S. OSBORN, S. C. WILLIAMS.

THE FACULTY.

COMMERCIAL DEPARTMENT.

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BOOKKEEPING, CORRESPONDENCE, RAPID CALCULATIONS, PENMANSHIP.

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COMMERCIAL LAW, COMMERCIAL ARITHMETIC, PENMANSHIP, CORRESPONDENCE.

B. N. SHERWOOD,

ADVANCED BOOKKEEPING, RAPID CALCULATIONS, BUSINESS ARITHMETIC.

F. C. GORHAM,

BUSINESS PRACTICE, COUNTING-ROOM METHODS.

A. B. CURTIS,

THEORY OF BOOKKEEPING, ARITHMETIC, PENMANSHIP, ENGLISH BRANCHES.

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GEORGE W. MUNSON,

SHORTHAND, TYPEWRITING.

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SHORTHAND, TYPEWRITING.

S. C. WILLIAMS,

CORRESPONDENCE AND ENGLISH BRANCHES.

W. W. OSGOODBY,

DIRECTOR OF COURSE OF STUDY.

IN THE NEW BUILDING.

The managers of the Rochester Business University felt warranted in predicting that the removal to the new, perfectly adapted and beautiful building, with the enlarged opportunities for conducting its work which it afforded, would mark an era in the history of the institution ; and they take pleasure in bearing testimony to the fact, that actual experiences have amply justified their expectations.

More pupils have been received than ever before during a school year, enthusiasm has prevailed in every department, and, what is better than all else, more efficient school work has resulted from the improved and increased facilities. Opportunity has also been given the faculty for introducing many new exercises, which have proved of great interest and value to the pupils, and the graduates have succeeded beyond precedent in securing satisfactory employment.

The work of the coming year will be entered upon with increased enthusiasm, and every indication promises that the gain in attendance will exceed that of last year. Improvements in our already complete facilities are being made and no effort shall be wanting to render the position of the institution at the head of the column of American practical, useful schools, conspicuous and secure.

THE NEW AND BEAUTIFUL HOME

— OF —

WILLIAMS & ROGERS'

ROCHESTER BUSINESS UNIVERSITY

The superior character of the instruction which this institution has provided these many years is well understood wherever the school and its graduates are known, but, while it has a large, well located and fairly well adapted building, its managers have long felt that much larger accommodations would be desirable and would soon become an absolute necessity. An opportunity to secure such a building presented itself last year and was eagerly improved.

Early in 1888 the Young Men's Christian Association of this city determined to erect a building which should suitably accommodate its large and rapidly growing work among young men, and which should at the same time be an ornament to the city. In their search for a suitable location their attention was called to a beautiful site at the corner of South St. Paul and Court Streets, and during negotiations the fact was developed that the lot was the same that the managers of this institution had under consideration with reference to erecting a building for its special use. With that fidelity to its mission which characterizes the Young Men's Christian Association everywhere, the directors of the Rochester branch detected in this discovery an opportunity to bring the young men of this school within the immediate influence of that association, and overtures were at once made to the managers to that end. As a result of these negotiations the fourth, fifth and sixth stories of one of the finest buildings in this city, which is noted for its architectural beauty, have been built for this great school and with special reference to the complete accommodation of its large and growing classes.

LOCATION OF THE BUILDING.

The building occupies the northeast corner of South St. Paul and Court Streets, is sixty by one hundred sixty feet in area and six stories in height. It commands a view of the business portion of the city, a long stretch of the beautiful Genesee River and the broad expanse of Lake Ontario. Indeed the views from the windows are charmingly picturesque.

The fifth and sixth stories were, as stated,

BUILT FOR THE ROCHESTER BUSINESS UNIVERSITY,
and arranged with special reference to the requirements of its large and growing patronage. They embrace nearly twenty thousand square feet of floor space, and are thoroughly lighted, well heated and scientifically ventilated.

The rooms were almost

NEWLY FURNISHED THROUGHOUT,
and on a scale of elegance never before attempted in this country for such a purpose. The decorations are also very artistic and beautiful.

The R. B. U. portion of the building embraces six large commercial study rooms, capable of seating five hundred pupils, three shorthand rooms, which will accommodate one hundred, five recitation rooms with an average seating capacity of seventy-five, a large office, private office and reception room, besides lavatories and wardrobes.

These departments will be described in detail later in this work.

One-half of the fourth story is devoted to the

WILLIAMS & ROGERS PUBLISHING BUSINESS,
which supplies a large proportion of the commercial schools and commercial departments of this and other countries with their text-books, blank books, stationary and other supplies. This business has grown out of the publication of a series of text-books for the use of the Rochester Business University, which have become the standard works on the subjects treated.

The young men of the R. B. U., besides gaining the most thorough training in the useful branches, have the added advantage, on the terms explained elsewhere, of the facilities for

SCIENTIFIC PHYSICAL CULTURE.

which the Young Men's Christian Association has provided. So thoroughly have the managers of this school become convinced that mental and physical training should go hand in hand, that prior to 1890 they conducted a military department at considerable expense to the institution, to which all pupils were admitted without charge. In the new building, however, something still better was provided. Occupying one-half of the basement, and extending one story above ground, is one of the

LARGEST AND MOST COMPLETE GYMNASIUMS

in the United States, which is in charge of a capable instructor, who is in attendance at all reasonable hours to see that the young men are instructed as to the amount and kind of exercise required, and that they are made familiar with the laws of health.

In a well lighted basement adjoining the gymnasium is a

SWIMMING BATH,

which is a masonry tank, lined with porcelain, 18 by 34 feet, and provided with pure Hemlock Lake water, warmed when desired. Adjoining the swimming bath is a series of shower baths enclosed in marble booths, and adjoining these a thoroughly equipped bowling alley, which affords exercise of the greatest value.

Immediately over the gymnasium is a

BEAUTIFUL MUSIC HALL

capable of seating an audience of twelve hundred people. In this room will occur lectures and entertainments of a high order, provided by the managers of the R. B. U., to which all of the pupils of the school will be admitted. In front of the music hall is a beautiful suite of rooms, devoted to the uses of the Y. M. C. A., and embracing reading rooms, library, session room, directors' room, secretary's office, reception room, lobby, etc.

Taking

THIS GREAT BUILDING

in all its appointments, it is probably the most complete, as it is the largest of its kind in this country.

We believed that the opening of the new building, with its ample area and facilities for systematizing our work and still further improving our methods, would mark a

NEW ERA IN THE HISTORY OF THE R. B. U.,

and the experience of the last year has amply justified that expectation.

This institution has been a leader in the march of progress in this department of education, and it was the intention of all in whose hands its interests rested, to so improve it that its position should be more clearly defined.

Commercial education has never before attracted so much of public attention as it is receiving at the present time, nor was the value of work which commercial schools are accomplishing ever before so thoroughly appreciated. That such institutions are the

MOST POPULAR PRIVATE SCHOOLS

of the day must be apparent to all who have given the subject even the most superficial examination. So popular have these schools made the teaching of the commercial branches that high schools, seminaries, normal schools, and even many of the higher institutions of learning, have been compelled to introduce commercial departments to satisfy the public demand thus created.

The unusual advantages which young men have derived from the intimate connection of this institution with the Young Men's Christian Association may properly be emphasized here. As has already been stated, every young man who becomes a member of our school

MAY BECOME A MEMBER OF THE Y. M. C. A.

also, and thus be entitled to all of the privileges, enjoyments and benefits enumerated elsewhere, upon the payment of a nominal fee. It is believed that these advantages are better appreciated and more fully enjoyed by self-respecting young men when they are paid for, even at so insignificant a price, than when received as a gratuity. They are entitled to precisely the same advantages as those who pay the full fee.

MEMBERSHIP IN THE YOUNG MEN'S CHRISTIAN
ASSOCIATION.

Wherever anything is known of the character of the Y. M. C. A. it is well understood that it is nonsectarian. While it aims to strengthen young men morally and spiritually and to aid them materially, it is undenominational in religious matters. Proselyting by its officers and members would therefore be useless and is unknown. All creeds and nationalities are embraced in its membership. No young man, whatever his denominational or religious bias, can object to any of its regulations or exercises, nor fail to be benefitted by the special advantages which it provides.

While all pupils of the Rochester Business University are admitted to membership on the terms given below, it should be clearly understood that no sort of obligation to assume that relation rests upon anybody. The facilities for physical exercise which are provided by the gymnasium, bowling alley and swimming bath, and which may be enjoyed out of school hours, the opportunity for reading current literature, which is afforded by the reading rooms and library, and the social enjoyment which may be had in the parlors, will consume but a short time each week, and it is believed that they contribute to the efficiency of the pupil's school work rather than tend to lessen it, as proper diversion and relaxation are regarded essential to successful mental effort.

TERMS OF ADMISSION TO THE Y. M. C. A.

The regular charge for a full membership ticket in the Y. M. C. A. good for one year, and embracing all of the privileges of the gymnasium, baths (with a locker for bathing suit), reading room, library, etc., is \$8.00; but the directors have made a rate to pupils in all schools of \$5.00 per school year of ten months. Pupils of this institution are charged the prescribed school price, but the managers buy the tickets at the full price and issue them to regular day pupils for \$2.50. Thus it will be seen that the pupils of our school receive all of the privileges for \$2.50, that individuals pay \$8.00 for, and that cost pupils in all other schools \$5.00, the managers paying the balance. The value of this arrangement to our pupils can scarcely be overestimated. The physical exercise and mental relaxation which are secured, contribute materially to the efficiency of the pupils' work in school.

THE MOST IMPORTANT ADVANTAGE

accruing to the pupils of the Rochester Business University from this intimate connection with the Young Men's Christian Association lies in the elevating atmosphere which will constantly surround them. Every opportunity for improvement, mental and moral, is before them, from the time they enter the door of the institution, whether in or out of school hours. Every inducement to self improvement is present, and every encouragement to cultivate and strengthen the better side of their natures is afforded them.

THE FACULTY.

The managers and faculty realize that the institution has taken such rank among the commercial schools of the country, and has secured such a measure of public confidence, that by earnest effort alone can they hope to fully meet the expectations of its large constituency. That effort shall not be wanting. The success of the past shall afford inspiration for the future.

SCOPE OF INSTRUCTION.

The courses of study prescribed in the three departments of this institution are classed as Commercial, Shorthand and Practical English. The Commercial Course is designed to prepare young people for a successful start in business life with the least possible sacrifice of time and money—to educate them thoroughly in the science and the mechanical work of bookkeeping and its collateral branches as well as in all the details of office work, and to afford them as complete knowledge of the principles which govern business as time will permit. The Shorthand Course affords such instruction in shorthand, type-writing, correspondence, construction of language, etc., as enables the pupil to become a capable amanuensis or reporter in the shortest possible time, and the English Course affords those who require it, thorough and systematic review of the common branches, and those whose opportunities for study have been limited, complete instruction in the more necessary English branches. Instruction in this institution is confined to those things of which young men and women are certain to find most urgent need when they cross the threshold of preparatory life and are confronted with the realities of practical affairs. The course of study as a whole embraces only such topics as are of the greatest interest and value to every young man whatever his position in life or contemplated avocation. It aims to place in his hands the means of achieving that success in life which is naturally an ever present ambition. It tolerates no superfluous study, contains no lumber, but deals with living, vital facts. While the institution has been conducted upon the utilitarian idea—that the instruction it provides shall be such as will bear directly upon the future requirements of the pupil in a business or material sense, it has been the aim of the managers to make that instruction as broad and comprehensive as possible, consistent with that idea. The governing sentiment has been that a course of commercial studies should not be regarded as supplanting education, but that

it should be taken as supplementary training, and the truism that the more comprehensive and thorough the knowledge of other things which it supplements the more valuable will such supplementary training prove, has been made prominent in its announcements.

It is the aim, also, to make the instruction in all departments of so general a character, and so practical in every particular, as to render it of value to everybody, whatever his present condition or his intentions as to the future.

COMMERCIAL COURSE.

The branches embraced in the business course are Bookkeeping, in all its various applications; Commercial Law, embracing those points of the common and statute law which are of greatest moment to business men; Commercial Arithmetic, treating, in addition to the more common features of the subject, many topics not embodied in ordinary arithmetics; Business Penmanship, Practical English Grammar, Commercial Correspondence and Commercial Paper.

BOOKKEEPING.

This branch constitutes the frame-work of the business course. The work is divided into five departments: Initiatory, Intermediate, Advanced, Business Practice and Counting-room. The other branches named above, and described in this connection, are made to keep pace with the Bookkeeping, so that the pupil is prepared, when he completes the work in one of the four departments named, to pass an examination in all up to a fixed point, thus rendering his attainments, at each stage of his work, uniform and symmetrical.

The Rochester Business University Complete Bookkeeping, the most popular, most widely used, and most practical treatise upon this subject now in print, is used as a text-book.

In the Initiatory Department

the pupil, by an effective process, which is peculiar to this institution, is thoroughly grounded in the principles of Bookkeeping, forms of negotiable paper and the laws relating thereto, the nature of ordinary business documents, with the forms and uses of books, and mercantile terms. He is also instructed in business penmanship, commercial orthography and arithmetic. After a thorough examination in all of these, he is, if found competent, advanced to the

Intermediate Department.

This department affords the pupil additional study in Bookkeeping, involving special forms of books, other subjects in commercial law, additional study in arithmetic and more advanced features of accounts, with continued practice in penmanship.

Upon a successful result of an examination at this point, the pupil is promoted to the

Advanced Department.

The work in this department is preparatory to the illustrative practice course provided in the two departments which follow it. The technicalities of bookkeeping are explained, and the pupil is taught how to adapt labor-saving forms of books to special kinds of business. The pupil's class work in arithmetic, penmanship, correspondence, orthography, etc., is continued, and he is instructed in the forms and uses of commercial paper.

Department of Business Practice.

This and the Counting-room Departments are the crowning features of the school, and those which perhaps have contributed most largely to its reputation for efficacy. The pupil here becomes, in all essential particulars, a real business man. He is provided ample capital, the necessary blanks, documents and stationery, and is directed through a course

of transactions, correspondence and records the most perfect that has ever been prepared for such a drill. It embraces a great variety of transactions, the keeping of a practical set of books, the drawing of all kinds of documents, including notes, drafts, checks, deposit tickets, leases, mortgages, discharge of mortgages, deeds, co-partnership and other contracts, receipts, orders and advertisements, as well as transactions in merchandise, real estate, stocks, bonds, etc.

The special advantages claimed for this department consist in the great variety of transactions illustrated, the number and character of documents employed, the labor-saving features of the books, the collateral drills and examinations, the manner in which it facilitates the work in the Counting-room Department, and the ease with which the students' records may be examined by the teachers in charge.

This feature of our course has been admired by all commercial educators and business men who have examined it, and we have been assured by them that it is, without question, the simplest, most direct and most effective means of illustrating business that has ever been devised.

Counting-Room Department.

This is the most elegantly fitted and furnished department of its kind on the continent, and consists of a community of business houses engaged in transacting various kinds of business, embracing a Bank, Commission House, Wholesale and Retail Merchandise Emporium, Jobbing House and Transportation Office.

THE COLLEGE NATIONAL BANK

sustains the same relation to the pupils engaged in the Business Practice Department that regular banks sustain to the business men on the street. It receives the deposits and pays the checks of the young business men in the Business Practice Department, collects their notes and drafts, sells domestic and foreign exchange, deals in stocks and bonds, issues certificates of deposit, etc. It also keeps accounts with College

Banks in distant cities, against which it sells exchange to the pupils in the Business Practice Department who have accounts to pay abroad, to which its officers render monthly statements, and from which it receives such statements.

We wish it understood that this is not an imitation business, done with imaginary banks in distant cities, but it consists of *bona fide* transactions. The drafts are actually drawn, transmitted through the United States mails in payment of obligations, and are charged to the account of our bank in New York; and every note, check, contract and document of whatever character, that is mentioned in this department, is actually drawn and used precisely as it would be in business. Our system of bank business is apparently as real, and the records of the same are as complete, systematic and accurate as is the system employed in the commercial world. Indeed, it is a counterpart of that.

THE WHOLESALE HOUSE

buys its goods of jobbers and sells at wholesale to the pupils in the Business Practice Department. The duties of this office involve writing and copying letters, making and copying bills, verifying invoices, keeping a bank account, rendering statements, drawing drafts, making and paying notes, accepting and paying drafts, etc., besides keeping a set of books.

COMMISSION HOUSE.

All of the business in this establishment, excepting keeping an account with our bank, and delivering goods to and receiving goods from our Transportation office, is transacted with young men engaged in pursuing similar courses of study in the larger Eastern, Western and Southern cities. It is *conducted by mail entirely*, the institution supplying all needed stationery and postage.

The duties of the office involve filling orders for all kinds of merchandise, selling goods on commission, rendering statements and account sales, writing and dictating to a stenographer a variety of business letters,

and copying the same with a copying press, filing papers, depositing money, drawing checks, paying freight and insurance, drawing drafts, purchasing exchange, etc., in addition to managing a set of books. Every document used in this office, and every entry made, represents a *bona fide* transaction—as palpable an exchange of values as are the dealings in the commercial world.

TRANSPORTATION OFFICE.

This is the Rochester office of the International Transportation Company, and does not differ essentially from an ordinary freight office. The business consists in forwarding goods for shipment, delivering goods received, collecting freight, receipting for transportation charges, taking receipts for goods delivered, receipting for goods received, making and copying way bills, etc. Nearly all of the goods (represented by cards) which pass through this office, are *billed* and *actually shipped* by mail to distant cities, or have been received from distant cities, consigned to young men in this institution.

JOBGING HOUSE.

Nearly all the business of this office is done by mail with pupils in the larger business colleges throughout the country, and consists in buying goods from the Commercial Exchange, selling to wholesalers, keeping a set of books, attending to correspondence, rendering statements, settling accounts, etc., etc.

THE COMMERCIAL EXCHANGE

is the medium through which the other offices in the Counting-room Department make their exchanges. This office possesses many of the peculiarities of a clearing house.

Commercial Law.

The aim of this department is to acquaint the pupil with those features of law that every business man should understand, and without a knowledge of which he is ever at the mercy of designing men. Peculiar and exceptional merit is claimed for this department. From it have emanated three of the best text books in print: Townsend's Compendium of Commercial Law—the author of which was at the head of the department for more than twelve years, till his death—and our new Commercial Law, which has become even more popular than the Townsend book; and within the last year, Business Law (a shorter course). The same degree of thoroughness is observed in this department, and as high a standard of qualification in the pupil is required as in any other branch in the course of study. It is regarded one of the most important features of our school.

The subjects of law included in the Law Course are contracts, negotiable paper, agency, guaranty, corporations, insurance, interest and usury, liens, tender, payment, distribution of estates, etc., etc.,—just those topics which every business man should understand.

Business Arithmetic.

This is as distinct a department of the institution as that of Book-keeping or Commercial Law, and it is provided with as efficient a faculty. The instruction differs widely from that afforded by ordinary schools, both in method of teaching and in matter taught. Prominence is given to those parts of Arithmetic which are of the greatest interest to business men, and many subjects that are merely touched upon in other schools, and in the ordinary text books, are given the attention their importance demands. The aim is not only to impart to the pupil familiarity with the rules of arithmetic, but, what is of greater conse-

quence, to give him facility in the application of those rules. When the test of business is applied, *the ability to do*, and that with great rapidity, must accompany the *knowledge of how to do*.

The text book used in this department is the new Commercial Arithmetic, which was prepared two years ago by the faculty of this institution, and which has received unusual favor among commercial teachers in all parts of the country. Another excellent book has just emanated from this department, entitled Business Arithmetic (a shorter course).

Penmanship.

However well a young man may understand every other branch in our curriculum, such knowledge will be of limited value to him, especially in obtaining employment, unless it be accompanied by a neat, legible and rapid hand-writing.

In teaching Penmanship in our Business Course, we insist on the student acquiring a good hand-writing, combining the three qualities named — neatness, legibility and rapidity. We will not tolerate flourishes or display of any kind.

The faculty embraces five of the best practical penmen in the country.

Pen Written Copies (reproduced), a beautiful set of exercises for instruction and practice, was issued from this department during the spring of 1891.

Practical Grammar.

For the benefit of those pupils who are deficient in knowledge of the construction of our language, the more practical parts of English Grammar are taught. The subject is stripped of the tedious formality which usually surrounds it, and is made a pleasant and exceedingly profitable exercise. The course in Grammar covers the correction of false syntax,

rules for spelling, uses and pronunciation of words, punctuation, and the rules for the use of capital letters. It is, of course, useless to attempt to teach correspondence to a pupil who is ignorant of these features of English Grammar. The text book used in this department is the new Practical Grammar and Business Correspondence, another production of the faculty of the R. B. U., and which has not only produced excellent results here, but has secured great popularity among American teachers.

Business Correspondence.

The composition, form and appearance of business letters are made a prominent part of the course of study, and many exercises are had which are designed to develop ability and facility in letter-writing.

A text-book, embracing the simplest and most practical instruction upon this subject, has been prepared in this institution, which constitutes the basis of the instruction provided, and this is supplemented by oral instruction, illustrations and exercises, and the practical work involved in the Business Practice Department, as previously described.

Too much importance cannot be attached to this feature of the course of study by the student.

WHAT A COURSE MEANS.

A graduating course of study in the Rochester Business University means something. It has no relation to a smattering of bookkeeping and writing, but it stands for preparation for the realities of life. It stands for attainments that are available in the markets of the commercial world; it stands for knowledge that makes the possessor a stronger and more successful man and a more useful citizen.

Practical English Department.

The character of the higher free schools has undergone marked and important changes within the last decade. Institutions originally designed to prepare American youth for the practical affairs of life, have become schools having for their object the preparation of young men and women for college or for professional life. While the change is, perhaps, the outgrowth of a popular demand, it has seriously lessened the value of such schools to a large proportion of the school-going public.

The chief complaint made by those who expect to step from the door of the school-room into the office, the shop, the counting-room, or into any of the avenues of business activity is, that too much time is consumed upon methods, routine and topics that have no practical bearing upon the life they expect to lead—that the time thus consumed is a serious encroachment upon years that should be devoted to obtaining a foothold in business, and that, if they had the time, these features of school-work are, for them, almost valueless, either as preparation for the work of life or for mental development.

The object of this department in our school is to afford those who have completed the course of study in the public schools, and have no desire for a preparation for college, or for literary or professional life, a thorough, practical, crystalized, available knowledge of those parts of the English branches that have direct and positive reference to the work of life. It is intended that the pupil's knowledge of the topics embraced in the course of study shall not rest on his ability to explain theories, but that he shall secure such familiarity with them, and become so expert in their application, that when the actual test comes, his knowledge may be applied instantly, and with a certainty that the application is correct.

The following topics constitute the course of study in this department, and pupils of average intelligence and preparation can master them in a period of one year: Mental Arithmetic, Commercial Arithmetic, Rapid Arithmetical Calculations, Spelling, Practical English Grammar, Business Correspondence, Civil Government and Business Writing.

MENTAL ARITHMETIC.

The drill in the Mental Arithmetic classes is designed to impart facility in performing simple arithmetical computations without resort to paper, thus effecting an important saving of time, and rendering the pupil quick, accurate and independent under all circumstances. The instruction in

COMMERCIAL ARITHMETIC

embraces all of the ordinary rules of arithmetic, and those applications of them that have found greatest favor with business men.

Particular attention is given to Percentage, Interest, Exchange, Partial Payments, Equation of Payments, Averaging of Accounts, and Partnership Settlements. As much importance is attached to the work in this department as to any other feature of the course of study, and as great a degree of proficiency is expected of the pupil.

RAPID ARITHMETICAL CALCULATIONS.

The pupil is expected to secure from the exercises in these classes rapidity and accuracy in addition, subtraction, multiplication, division, fractions, interest, etc. Nearly all those who enter the Rochester Business University, many of whom are graduates of high schools, normal schools and colleges, understand all of the rules involved in the subjects outlined, but they are so destitute of facility in their application that such knowledge is practically worthless. Business requires not only that these rules shall be understood, but that they be applied with great rapidity, and with absolute certainty that the results produced are correct.

SPELLING.

A work has been prepared by the institution for use in these classes, which has also found great favor abroad. The book contains 3,500 words that are more commonly misspelled, with the pronunciation of all regarding which there is a question, their definition, the rules for the use of capital letters and punctuation characters, and suggestions regarding the manner of conducting the exercises. The fact that imperfect orthography is usually unjustly exaggerated into general illiteracy, and correct spelling into good scholarship, should inspire the pupil to determined vigilance in this direction. The method of conducting the exercises in this important subject has been productive of most satisfactory results in the Commercial Department.

PRACTICAL ENGLISH GRAMMAR.

In this department those practical features of English Grammar that in many schools are required to give place to exhaustive and exhausting study of the theory of the language are thoroughly taught. Our plan is to strip the subject of the tedious, perplexing, useless formality which usually surrounds it, and to impart to the pupil, in a practical way, by interesting exercises, such familiarity with those features which are alone of value, that he can apply them readily and accurately. We believe that our pupils secure more *practical, available* knowledge of how to use the language in three months than would be possible in three terms in ordinary schools. The text-book used in the departments of English and Correspondence is Practical Grammar and Business Correspondence, a work prepared in this institution, and which is used extensively in all parts of the country.

BUSINESS CORRESPONDENCE.

This feature of the course of study in this department is intended to give the pupil such points regarding the requisites of correspondence as will enable him to properly construct, arrange, paragraph and punctuate a business letter, so that it shall convey its intended meaning

without verbiage or confusion, and shall appear to the best advantage. A very attractive text book has been prepared by us for use in this department. The course in

CIVIL GOVERNMENT

is taught in such a manner as to acquaint the pupil with the functions of the various parts of the governmental machinery, the relations of the States to each other and to the General Government, and such other facts as will enable him to intelligently perform the duties of citizenship.

The text book used in this department is the Civil Government of the United States, which was published two years ago by the managers of the R. B. U., and which at once took front rank as a class-book upon this important topic.

COMBINED COMMERCIAL, ENGLISH AND STENO- GRAPHIC COURSES.

Those pupils who enter for the commercial course or the shorthand course are entitled to instruction in any or all of the branches comprised in the English Course, without extra charge for tuition, and are advised to take such parts as they are not already familiar with.

Shorthand Department.

The commercial value of shorthand writing has become so fully appreciated and recognized that a new profession has been created. Business men have learned that there is a better and an easier way to conduct correspondence than by the tedious writing process. They have discovered that correspondence that formerly consumed the day may now be disposed of in a few minutes. This has opened the way for the professional amanuensis, and has provided an army of young people genteel and remunerative employment. The call for capable stenograph-

ers and typewriter operators has never before been so great, and every indication points to a marked increase in the demand. To satisfy this great and growing necessity, this Institution organized, three years ago, a department of stenography and typewriting, and equipped it with a capable faculty, typewriting machines and every appliance that could contribute to its efficiency.

THE OSGOODBY METHOD.

Much thought and investigation were given to the selection of a system of shorthand. Experienced reporters everywhere, whose opinions are naturally entitled to the greatest consideration, advised that the various Pitmanic systems are the best for business and court reporting, all things considered, and investigation into the relative merits of the Pitman methods convinced us that the Osgoodby possesses many decided advantages over all others, and it was accordingly adopted. This system is brief, legible, and easily learned,—three prime requisites in a method of shorthand.

The Phonograph World, in a recent issue, presented engraved fac-similes of the writing of eminent stenographers, in all of the standard systems of shorthand in general use in the United States, and made this comment in introducing the matter:

“All these notes were written from dictation at a rate of speed above the average. Without intending in any manner a comparison of systems, the *World* presents these specimens of fairly rapid work merely as a matter of general interest, and to show how some of our best reporters, by the different styles, employ their shorthand in actual work and in writing the same matter.”

The fact that this interesting collection was made by this able and influential journal with the object above mentioned, and not for the purpose of comparing the merits of the different systems, gives to these specimens of writing a peculiar value. To persons who desire to learn Shorthand, either as an accomplishment or for a profession, and who have been confused by the conflicting claims of authors and their adher

ents and followers, these pages would furnish the means of arriving at an independent and intelligent judgment, and we regret that we have not space here to reproduce the plates. No one can examine them with care without forming an opinion as to which system is best adapted to the needs of the stenographer, in the particulars of brevity, legibility, and speed.

The following table shows the result of the comparison :

1. Osgoodby's :	71	strokes ;	26	lifts ;	total,	97	motions of the pen.
2. Munson's :	79	"	53	"	"	132	" " "
3. B. Pitman's :	94	"	67	"	"	161	" " "
4. I. Pitman's :	91	"	58	"	"	149	" " "
5. Graham's :	87	"	36	"	"	123	" " "
6. Cross' "Electric" :	107	"	55	"	"	132	" " "
7. Lindsley's :	132	"	57	"	"	189	" " "
8. Talliaferro's :	103	"	49	"	"	152	" " "
9. Bishops :	110	"	35	"	"	145	" " "
10. Scovil's :	109	"	52	"	"	161	" " "
11. Longley's :	96	"	32	"	"	128	" " "
12. Sloan-Duployan :	101	"	30	"	"	131	" " "

The superiority of the Osgoodby system, over all of the methods for which it is claimed that they may be quickly and easily learned, lies in the fact that it may be pushed to any desired degree of speed. The "short" systems, as they are called, meet the requirements of amanuenses fairly, when speed is not important, but ambitious young men and women, as a rule, wish to learn a method that will enable them to write rapidly and thus to earn maximum salaries. It requires but little more time to learn a system by which a high rate of speed may be reached, than it does to learn one with which rapidity is out of the question, and the difference in results is certain to be very great. Technical training, of whatever character, should be taken with reference to its practical value—its ability to contribute directly to the possessor's material welfare. This system may be learned up to any given rate of

speed, as quickly and easily as any other, and the student has the added advantage of being able to increase his speed almost indefinitely with practice.

The author of the system, Mr. W. W. Osgoodby, is a Rochester court reporter of thirty years' experience, and there is probably no more capable man in the profession. The course of study in this department was prescribed by him, and has received much of his attention. He has manifested the deepest interest in its success and efficiency, and its present high standing is due in a great measure to his advice and direction.

PREPARATION FOR SHORTHAND STUDY.

A thorough English education is necessary as preparation for beginning a course of study in shorthand. Ignorance of the language is an insuperable bar to success. No matter how rapidly or well a pupil may learn to write shorthand, if the knowledge indicated above be wanting, his attainments will be valueless. The pupil may acquire the necessary knowledge of English here, and perhaps with greater certainty of being well prepared than if it be secured elsewhere, as the course of study prescribed here has direct reference to such preparation.

TIME REQUIRED.

The period of time required to become an amanuensis or reporter depends upon the ability, industry, and previous education of the pupil. Some become capable amanuenses in fifteen or sixteen weeks, while others require two or three terms.

COURSE OF STUDY IN SHORTHAND.

It should be borne in mind that a course of study in this department means something more than the ability to write shorthand and to operate a typewriter. It means complete preparation for stenographic work. It comprehends, besides the branches named, instruction in English, correspondence, expression, orthography, business forms and pen-

manship. Every student, unless his knowledge of these subjects at the outset is satisfactory, is required to regularly study them. Superficial work in shorthand is a waste of time and opportunity, and in the interests of all concerned, it will not be tolerated.

DEMAND FOR YOUNG MEN.

While the demand for lady stenographers is steadily increasing, the supply has much more nearly met the demand than has the supply of young men stenographers. There are many positions in business which ladies cannot fill, on account of other duties than stenographic work which are involved. Applications for young men to fill such places have been frequent during the last year, and certainly in four cases out of five, we have been compelled to say that we had nobody who wished the place.

Young men are frequently called for to act as stenographers for business men who are engaged in vast enterprises. Such engagements place the young men in close confidential relations with the proprietors, and if they possess right qualifications, with industry and integrity, their opportunities for advancement are almost unlimited. Many a young man has risen from such a position to eminence and affluence.

POSITIONS FOR STENOGRAPHERS.

The question is often asked, "Can I obtain a situation after I learn shorthand?" to which we reply decidedly "Yes," provided you become proficient, and are gifted with a fair education, and ordinary ability, there is no question whatever of obtaining a situation. We have never, in all our experience, known a really competent stenographer to be long out of work. Many of our pupils, in fact the majority, have stepped directly from our school into situations, and what is more to the point, stayed there. Therefore, let the intending student exert his energies to make himself worthy of a position, and he will not be disappointed.

Rates of Tuition—Payable in Advance.

Term of ten weeks, embracing instruction in any department, or all departments combined, \$30.00. Tuition by the week, for less than five weeks \$3.50 per week. Tuition for school year (40 weeks) \$100.00 if paid in advance. Tuition by the week after the second term \$3.00.

It should be understood that the tuition fee for the Commercial Course pays for instruction at the same time in shorthand and typewriting when desired, and that for the Shorthand Course embraces all the commercial branches. Pupils are not advised to pursue two courses at the same time unless they are qualified to take examinations in some subjects at the beginning of the work.

BOOKS AND SUPPLIES.

The expense of the books, blanks and stationery—everything necessary—is as follows: Commercial Course, one term, including all text-books, \$10.00. Second term, completing supplies for Commercial Course, \$5.00. Shorthand Course, one term, \$5.00. Shorthand Course, when taken in connection with the Commercial Course, \$4.00. If penmanship is taken in connection with shorthand, \$1.50 additional is charged for stationery and set of copies.

BOARD AND ROOMS.

Good board in private families, with furnished room, may be obtained at from \$3 to \$4 per week. Pupils from out of the city may have good accommodations secured in advance by giving notice when they will enter the school. A large number of pupils have boarded during the last year for \$3 per week, and have had accommodations that were very comfortable and satisfactory.

The managers of the Rochester Business University realize that many pupils prefer to board in private families rather than in large boarding houses, and they at all times keep a large list of such places to which pupils are sent at once upon arriving in the city. Rochester is distinctively a city of homes and many families welcome the addition to the income through one or two boarders and such places make pleasant homes for pupils.

On account of the location of Rochester in a rich agricultural region, board is much cheaper than in other large cities. As good accommodations may be secured here for from \$3 to \$4 per week, as elsewhere for from \$4 to \$5.

CLUB DISCOUNTS.

In case two enter together from the same place outside this city a discount of ten per cent. from the regular tuition rates will be allowed each, and

when three or more enter together fifteen per cent. discount will be allowed each. The club discounts are given on all tuition arranged for on entering. Nearly every prospective pupil can, with a little effort, get some friend to attend also, thus making a considerable saving in expense and also adding to the pleasure of the course. Upon request circulars will be sent to any friends or acquaintances who may possibly attend.

ADVANCED SHORTHAND.

Tuition in the Shorthand Department, after the close of the second term, for dictation and speed practice, is only \$5.00 per month of four weeks, but those taking advantage of this rate must have spent two terms in the Shorthand Department, and must be able to write seventy-five words per minute. Tuition in this advanced class for pupils who have learned shorthand elsewhere is \$7.50 per month.

EXAMINATIONS AND DIPLOMA.

Upon the completion of the work in the several departments the pupil is subjected to a rigid examination in all branches and, if found qualified, receives a certificate from the instructor. To those who complete the prescribed course and pass the examinations, a beautiful diploma, conferring all the honors of the institution, is awarded without charge. The diploma of the institution is conferred only upon those who successfully pass the examinations. This rule has no exceptions.

NO EXTRA EXPENSES.

Our prices for tuition and supplies, given elsewhere, cover everything necessary for the course specified. A longer course may involve a slight additional expense for writing paper and pens, but usually nothing for books and blanks.

FAIR PRICES.

Letters are occasionally received from those who are familiar with a cheap class of commercial schools, saying that the tuition rates in this school are somewhat above their expectations. This general reply is made: the price of a superior article in any line is naturally higher than that of a cheap one; the patronage of the R. B. U. is composed of a class of young men and women who would not be satisfied with anything short of first-class instruction, and such instruction is always expensive; those who enter with the impression that the tuition rates are too high, considering the facilities commanded, are very soon convinced of their error, and finally; that this institution cannot compete in prices with petty schools conducted in a cheap manner.

A short term at a good school is much better than a long term at a poor school. Many so-called business colleges in little towns of a few thousand inhabitants attempt to attract students by giving long terms on short pay and small expense generally. But such schools have no prestige, the towns where they are situated offer no opportunities for getting into business, and the diploma of such an institution is of little value as a recommendation in the business world.

General Information.

WHEN TO ENTER.

The tuition rates are arranged for terms of ten weeks simply for convenience in classification and registry. Pupils may enter when most convenient to them. A large part of the instruction is individual, and so many classes are held in those branches in which classes are necessary that students can find those suited to their knowledge of the subjects at any time.

The first week in September, the middle of November, the first of January and the first week of April usually bring the largest classes.

TIME REQUIRED.

The time required to complete the course depends upon the preparation, ability and application of the pupil. A large proportion of those who are well prepared, complete the course in two terms or about five months, while those who are deficient in the common branches require a somewhat longer period. Students have completed the course in four months, but this is possible only with those who are able to take examinations at once in the common branches and can then devote all the time to the more technical commercial work. A too hastily pursued or imperfectly comprehended course of study in any school is always a source of disappointment and an unprofitable investment of time and money. The pupils of the R. B. U. are from the start impressed with the fact that thoroughness is of the first importance. Few young men can afford the time or money required to pursue such a course more than once, and they should, therefore, not only be sure they are securing the very best advantages to be obtained, but should spend the time necessary to master every branch in the course. Each pupil receives individual instruction in the bookkeeping course. His progress is not retarded by less apt or less industrious pupils, nor is he urged forward faster than is consistent with thoroughness by those who are able to make more rapid advancement.

NECESSARY ABSENCES.

Pupils are received in the Rochester Business University for a stipulated period of time, the duration of which is agreed upon at the time registry is made, and additional time may be taken at the completion of such period, if desired. All time lost by reason of sickness or other necessary cause, if satisfactory excuse is given at the time, will be credited, permitting the pupil to make it up at pleasure. The pupil will be given an opportunity to secure all the instruction for which he engages, and at such time as is most convenient.

SCHOOL SESSIONS.

The school apartments are open from 8 A. M. to 5 P. M., and pupils are aided in every way to make as rapid progress as possible. The regular school exercises and classes are from 9 A. M. to 12 M., and from 1:30 to 4 P. M. Day pupils are also permitted to attend the evening writing classes without extra charge, thus affording an additional opportunity for improving in this important branch.

Pupils in this institution are able to accomplish two or three times as much as pupils in ordinary schools in the same period of time. This is due to the "business spirit" that pervades the school, to the thoroughness of the instruction, the length of the school sessions, and also to the fact that pupils are here impressed with the important truth that they *are working for themselves*.

DISCIPLINE.

The uniform good conduct of the pupils of the R. B. U., the almost entire absence of occasion for the exercise of authority, and the pleasant relations always existing between the pupils, faculty and officers of the institution, have been matters of comment by all who have been familiar with the circumstances. The cause of this condition of things lies in the fact that the pupil is subjected to no unreasonable restraint, is required to do nothing inconsistent with his manhood, and is treated as a man instead of an irresponsible child. Our students require no other attention from the faculty ordinarily, than direction in their work.

OPEN TO BOTH SEXES.

All departments and courses of study of the school are open to women, who are afforded precisely the same advantages as men. The proportion of young women students is increasing every year, and their success in obtaining employment, and in acceptably filling positions of responsibility, have been matters of great gratification to the school.

REPORTS OF ATTENDANCE.

It has been our custom to give each member of our school a report of his attendance, standing, etc., at the end of each month; but so large a proportion of our pupils are adults, and responsible to nobody, that we have discontinued the practice. Parents or guardians will be promptly notified in all cases of irregularity in attendance, or other neglect of duty of minors.

Parents are communicated with whenever occasion seems to demand it.

SAFETY OF STUDENTS' PROPERTY.

To insure the safety of the pupil's books and other supplies, every desk has been supplied with a Sargent & Greenleaf lock, and lockers or individual wardrobes have been provided where the pupil may place his overcoat, hat, umbrella and other property, with certainty that it will not be disturbed.

STUDENTS' RAILROAD TICKETS.

Pupils within a reasonable distance of Rochester can by presenting an application, signed by the officers of the R. B. U., secure "Students' R. R. Tickets" at very low rates. Pupils are thus enabled to live at home and take the course at a very small expense. A special circular giving rates on all roads will be mailed upon application.

FITTING AND FURNISHING.

The apartments of the Institution are fitted and furnished in the most elegant, convenient and attractive manner. Nothing has been omitted that can contribute to the comfort and convenience of the pupils. Every department is well lighted, scientifically ventilated, warmed by steam, and reached by an elegant and entirely safe passenger elevator.

LOCATION.

As stated elsewhere, the Institution is located in the Young Men's Christian Association building, corner of South St. Paul and Court streets. The main entrance and the elevator are on South St. Paul street. The station for the trains of all branches of the New York Central, the West Shore and the Northern Central railroads is about five minutes' walk from the building, the station of the Erie is just across the river on Court street, and the Buffalo, Rochester and Pittsburgh, the Rome Watertown and Ogdensburg, and the Western New York and Pennsylvania about ten minutes' walk away. The North St. Paul and Caledonia avenue car, which passes the New York Central depot going south, may be taken to Main street, which is but

two blocks from the building, and the North and West avenue car going east, which may be taken at the Buffalo, Rochester and Pittsburgh or the Western New York and Pennsylvania station, may also be taken to the corner of St. Paul and Main streets, two blocks from the building, and the Lake and South Avenue car going south, which passes the building, may be taken in front of the R., W. & O. depot. If, upon arriving at any of the stations the visitor is uncertain as to the most direct route, he may inquire of a policeman, who may always be found at the stations, or for fifty cents may be taken directly to the building in a cab. Pupils coming from a distance who are unacquainted with the city, are advised to pay no attention to checked baggage at the depot, but to retain their checks until after they have visited the office of the institution and a boarding place has been decided upon, when a clerk in the office will attend to the transfer of such baggage and to the arrangement of all other details.

EMPLOYMENT FOR GRADUATES.

The Rochester Business University does not "guarantee positions" to pupils in advance. A moment's reflection by any sensible person will show that it would be dishonest for a school to attempt to secure patronage in such a manner. The R. B. U. guarantees that its facilities are of the highest order and as represented; guarantees that it puts more pupils in positions as commercial teachers and office assistants than any similar institution; guarantees that what it promises it will perform, but does not, in order to secure their patronage, guarantee positions to total strangers about whom it knows nothing.

The course of study prescribed in this institution is designed to do much more than prepare those who pursue it for clerks or bookkeepers. While every pupil who passes through the school is qualified in the most thorough manner for such positions, he is believed to possess a greater breadth of knowledge than is involved in filling a place at a bookkeeper's desk. He is believed to have acquired such familiarity with business customs, business laws, and business requirements, as renders him a much more important factor in a business community than is a mere clerk or bookkeeper.

Pupils are in constant demand by business men—indeed, we are often unable to respond to requisitions that are made upon us for bookkeepers, clerks, etc., and locating our pupils in desirable positions always affords us the keenest pleasure. We have many times, during the past year, been embarrassed because we could not supply teachers of the commercial branches to schools which applied to us with confidence in our ability to meet their wants.

Nearly every large business office in Rochester has from one to six graduates of this school in positions ranging from shipping clerks to managers and proprietors. A large number of prominent business houses in Roches-

ter and vicinity always call on the R. B. U. first when an assistant is wanted in any capacity. This is done for the reason that care is taken in making recommendations, because those recommended are thoroughly prepared, and because the school is fortunate in being patronized by a high grade class of pupils that are in demand.

WHO ATTEND.

This institution has been favored by the attendance at one time of three graduates of Cornell University besides at the same time graduates of many other less famous schools and colleges. It at all time numbers among its pupils graduates of the highest schools, academies and colleges in the land. Such a class of pupils gives a vigor and tone to the work of the school that cannot be obtained in any other way, and these students are the most appreciative members of the school.

As shown by the catalogue of pupils the school has a very large and constantly increasing patronage from its home city. This appreciation and support by those who know all about the school is a significant and valuable endorsement.

AMBITION AND PREPARATION.

There comes a time in the life of nearly every young man when he is wondering what and where his life work is to be. The future is a closed door and he pauses on the threshold. This waiting time should be the time of preparation for the task that is sure to come. The young man who simply dreams and waits is a candidate for only a second position in the working world, but the young man who is constantly preparing himself for practical work is almost sure to be an officer instead of a private in the army of business.

Young men may read this who are considering whether it will pay to get a better education—whether it will be worth while to make some sacrifices in order to do it. Many remain ignorant because it costs too much to become otherwise—costs too much, not in money and in time, but in effort, and in the cutting off of mere temporary pleasures. Young man, put the question the other way, and ask yourself if you can afford to remain ignorant, if you can afford to be less of a man than it is possible for you to become? Do not be satisfied to be merely one human being more, one more added to the census, but resolve to be all that God gave you ability to become.

INSPIRATION AND WORK.

F The inspiration and incentive to effort that every pupil receives in the R. B. U. is worth many times more than the total cost of the course. In many

instances pupils who have not succeeded well in other schools have here achieved remarkable success, much to their own gratification and that of their parents. Many of our pupils work from twelve to sixteen hours a day. Pupils are not advised to work so hard, but those who are physically able to do it of course make just so much faster progress.

FURTHER INFORMATION.

Prospective pupils are earnestly requested to make inquiries, no matter how trivial, regarding anything they wish to know relative to the pursuing of a course of commercial study or shorthand. Information regarding any details will also be cheerfully furnished those who may be considering the question of pursuing such a course of study, although not intending to begin the work for some time to come. The selection of a school is a matter of great importance involving life-long consequences, and should be a work of care and deliberation.

The R. B. U. refers with pleasure and pride to its graduates and patrons and hopes to continue to deserve those words and acts of commendation and encouragement that have made its success possible.

Address for further information,

ROCHESTER BUSINESS UNIVERSITY,
Rochester, N. Y.

TO THE PUBLIC.

The phenomenal increase in the adoption and circulation of the Rochester Business University text-books, from which has developed the Williams & Rogers publishing house, has, for a number of years, required almost the entire time of Mr. F. E. Rogers, and considerable attention from Mr. L. L. Williams. By reason of these conditions Mr. A. S. Osborn and Mr. S. C. Williams have been admitted to partnership in the management of the school. These gentlemen, as is well known, have long been prominently connected with the institution, and, during the last five years, have had charge of important departments of the school. They are widely known as well equipped, thorough and popular commercial teachers, and certainly need no introduction to the patrons of the R. B. U. Their promotion to the general management of the school cannot fail to bring to it vigor, efficiency and popularity.

We still have a large financial interest in the school, and the fact that we have devoted more than twenty-five of our best years to building up the institution gives us an interest of a still higher and worthier nature; an interest which will impel us to continue to do anything and everything in our power to promote its welfare, and to this end we shall retain an advisory connection with the school.

L. L. WILLIAMS,
F. E. ROGERS.

Items.

An outlay for practical education is an investment that pays an ever increasing dividend.

* * *

The best endorsement the Rochester Business University receives is the constant demand from all over the country for its graduates to teach in other schools.

* * *

There are usually a few pupils in attendance who are paying a part or all their expenses by work out of school. Such pupils as a rule possess qualities that insure success.

* * *

Rochester is one of the most beautiful cities on the continent and is situated in one of the richest valleys in the world—the famous valley of the picturesque Genesee.

* * *

If any reader desires to pursue a business course but cannot do so on account of circumstances, write us stating particulars and a way may be suggested that will assist in accomplishing the desired purpose.

* * *

“Can I get a position?” is the first question, but “Can I hold a position?” is the second and is equally as important. Ambitious young people should be able to answer the second in the affirmative before they ask the first. The world is looking for good workers everywhere, and all the time, but demands thorough preparation.

* * *

Every father who can afford it owes his children at least one term of school away from home, and this is especially true if it is the purpose to keep the children on the old place. Such a season amid new scenes is in itself an important education and if spent in a good school is a source of satisfaction for a lifetime. Let the ambitious boy and the bright-eyed girl spend a few months out of sight of the home chimney and they will ever after be better and happier for it.

Penmanship Department.

The efficiency of the department of penmanship of the R. B. U. is best attested by reference to the teachers who have gone out from its classes and by a perusal of the testimonials on the following pages, which are allowed to speak for it as regards the record and ability of those in charge of the department. Penmanship is made a specialty in this institution, and it is the intention that every student shall acquire a good handwriting. Daily drills are given in form, speed and movement, and every assistance and encouragement are given to the pupil to improve.

The feature of the work in this department that is constantly emphasized is the teaching of a practical, *business handwriting*. The methods employed are thorough and scientific and the most satisfactory results are a necessary consequence. The style of business writing we commend and teach, is plain and rapid, of medium size, with no flourishes—just such a hand as every business man admires. It should be understood that instructions in this department is a part of the regular business or shorthand course, no extra charge being made for tuition.

For the accommodation of those who wish to become teachers of penmanship, instruction and training in methods of teaching are given, and every opportunity is afforded for improvement in this direction. The various methods of teaching are discussed, and each pupil who desires it, is given actual practice in teaching and all the work pertaining to it. The instruction in blackboard work in this course is very thorough and complete, and any teacher will find it of great advantage to improve in this particular. A special course of instruction in lettering, suitable for engrossing, ornamental writing, envelope addressing, card writing, etc., is given, at small expense, to those who desire it.

The managers of this department take pleasure in complying as far as possible, with all reasonable requests for specimens of penmanship, but it is not practicable always to do so. It is respectfully suggested that prospective pupils would find it difficult to judge accurately as to the character of the teaching in this or any other department by any specimens of teachers' work examined. A school is known by what its pupils are able to accomplish, and pleasure is taken in calling attention to the results of the work in this department shown in the hundreds of excellent business writers produced and the scores of teachers instructed.

The R. B. U. Assembly.

This is comparatively a new feature of this institution, instituted three years ago as an experiment and continued with the most satisfactory results. It is designed to develop confidence, facility and power in public speaking, and to impart to the pupil the habit of reading current literature, and with such care as to impress the facts upon his mind. At each exercise some topic of interest that is at the time uppermost in the public mind is selected, and various pupils are called upon to take the floor and give the audience such facts relating to the subject as they may be in possession of. This not only accomplishes the objects intended, but it leads the pupils to read current news with great care, and hence with intelligence and profit.

While it was confidently expected that great good would result from this experiment, the enthusiasm with which the pupils have engaged in it, and the ability to express their thoughts while standing upon their feet, which has been developed, has been a source of surprise and gratification. Young men who had never before attempted to make a speech have become able, after a very few exercises, to talk as long as was necessary to give utterance to their information upon the subject, and in a connected, agreeable and intelligent manner.

The acquisition of such ability is alone worth to the average young man all the entire course costs.

R. B. U. Literary Society.

This is a society maintained by the pupils, having for its object the cultivation of ability in debate, knowledge of parliamentary usages, and the promotion of acquaintance, social intercourse and good fellowship. The body meets once in two weeks, and the exercises consist of reports, debates, essays, declamations, vocal and instrumental music, etc. The

society has proved of such value and interest that its welfare has been closely watched and the meetings have been liberally sustained. Every citizen of America is almost certain to be called upon at some time during life to preside over an assemblage of some kind, or to take part in its proceedings; and he can be placed in no more humiliating position than to be called upon and find himself ignorant of the requirements of the occasion, and unable to respond in a manner creditable to himself and pleasing to those present. Hundreds of young men have become effective public speakers, and have learned to conduct an organized assemblage with dignity and skill, through their connection with this society

POINTS

THAT WILL AID YOUNG PEOPLE IN DECIDING WHERE TO ATTEND SCHOOL

COMMERCIAL SCHOOLS NOT ALL ALIKE.

There are all grades of commercial schools as there are of other schools. It is manifestly unfair to judge all of a class by one. The character of individual schools should be determined by their facilities and achievements.

SOME OF THE ADVANTAGES SECURED BY ATTENDING THE ROCHESTER BUSINESS UNIVERSITY.

But few persons, excepting those who have attended the Rochester Business University, or who have felt sufficient interest in the matter to lead them to investigate, realize to what perfection the teaching of the commercial branches has attained. Scores of times during the past two years parents have said to the officers of the institution, that the knowledge of

commercial law which the pupil secured was alone worth ten times the cost of tuition; that the elegant handwriting obtained was ample compensation for the time and money expended; that the practical knowledge of commercial arithmetic acquired was alone sufficient to render this the most profitable term ever spent in school, and last, but not least, that the knowledge of business ways and customs which the pupil had gained, and the general polishing and brightening which he had received, had changed the pupil radically, and developed him entirely beyond precedent or expectation. When the fact that all these benefits are secured it becomes a matter of no surprise that the institution is thronged.

YOUNG MEN IN DEMAND.

The demand upon this institution from other Commercial Schools, and from Commercial departments, during the past two years, for teachers of penmanship, bookkeeping and commercial arithmetic, has been so great that we have not been able to supply one-half of the requisitions, a condition of things that young men should note. Such teachers are always in demand and at good salaries. The secret of the demand upon the Rochester Business University for teachers of the commercial branches lies, to a great extent, in the fact that our classes are composed of an older and better educated class of young men and women than those in most, if not all, other schools of this character. No school of any kind in the country can boast a better class of pupils, considering preparation, ability and character.

INVESTIGATE BEFORE YOU DETERMINE.

But few young men can afford the time and money required to pursue more than one course of commercial studies. The greatest care should therefore be exercised in deciding what school to attend. The difference in cost between a really efficient school and one of inferior facilities and influence is trifling, while the difference in results may be vast. We wish every young man who thinks of taking a course of commercial studies

would visit our school and thoroughly examine our facilities in every detail. It would pay him to do so, though he may live a thousand miles away.

ALL OF THESE ARE POSSESSED BY THE ROCHESTER BUSINESS UNIVERSITY.

The accessories of a practical school consist first, of a course of study, every point in which has direct reference to availability during the life of the pupil; second, of a faculty, every man in which is the "end of the law" in his specialty; and third, of such a degree of enthusiasm, emulation and fraternity among pupils and teachers, as will awaken a generous and honorable ambition to achieve the fullest success in whatever is undertaken.

THE MOST POPULAR SCHOOLS IN EXISTENCE.

Schools making a specialty of the commercial branches were scarcely known twenty-five years ago, yet within this brief period they have secured a hold upon the affections of the public that is really phenomenal. Without national, state or municipal aid of any character, without endowment or outside financial assistance, without fear or favor, they have done their work in their original and peculiar way, to the complete satisfaction of their patrons. Their aim has been to supply a short, practical and available course of study to those who by force of circumstances could not obtain a liberal education, to those who did not wish such an education, and to those who desire knowledge that would at once prepare them for the work of life, without consuming four or five of the best years of their lives in its acquirement, as also to provide a practical supplement to the education of those who have taken a college course.

NO LIFE SCHOLARSHIPS.

The Rochester Business University does not offend the good sense of its patrons by offering what is termed a "life" or "unlimited scholarship." Schools that do issue such a certificate, reason that while a dull pupil

may require a long period of time in which to complete the course, the excessive cost of such instruction will be compensated for by the short time required by bright pupils. In other words the sharp boys have to help pay the cost of educating the dull ones. The life scholarship has been characterized as a "bait for dolts," and while that is a rough way of putting it, it is certain that only boys who are not sharp, and who expect to fall below the average in attainments, can possibly find profit in such an arrangement. The life scholarship places a premium upon indolence, while term charges serve as a stimulus to ambition. Again, a school that enjoys such a home patronage as does this institution, or home patronage however small, could not afford to do it, as it would be certain to attract dull boys who would remain in attendance months and years, and at a merely nominal cost for tuition. The last life scholarship issued by the Rochester Business University, more than fifteen years ago was sold for \$125, and a year or two afterward the purchaser offered \$200 each for two more for younger boys, but the instruction was too valuable to sell unlimited drafts upon it even at that price.

TEACH THE BOYS THAT WHICH THEY WILL HAVE TO PRACTICE WHEN THEY BECOME MEN.

The above is an oft-repeated aphorism, but the inclination of some schools seems to be to teach boys that which they will not be required to use during life, and to keep them in ignorance of those things that will be of every day importance to them. A thorough commercial education that may be obtained here in a few months, and at a trifling cost, will do vastly more for the average young man, so far as getting a start in life is concerned, than half a dozen years and hundreds of dollars spent in study of the sciences and classics. If such knowledge be added to a course of classical training, however, all the better. Liberal training develops the mental faculties, yet no better than study of the practical branches during a similar period, and a commercial course gives it point, force and practical utility.

Culture is valuable and eminently desirable, but the paramount duty of every parent is to thoroughly equip his boy or girl for earning a livelihood. No matter what the present condition of the parent or child may be, a turn of the wheel of fortune may find him dependent upon his own unaided efforts. Again, classical culture is valuable, but when age and incapacity for duty come, a competence will be much more satisfactory.

BOYS WHO HAVE BECOME DISCOURAGED IN SCHOOL.

and who have found ordinary courses of study tedious and irksome, or who have not accomplished all they could wish in other schools, have, in coming to us, found the change most beneficial.

The work in our departments is characterized by a greater degree of variety, has more interesting features, and less of monotony and school-room drudgery than ordinary courses of study, and these qualities invariably inspire interest, and often enthusiasm, in young men who have become completely demoralized in regard to their education. It is useless to continue a boy or girl in school when it seems to him or her more like prison life than a course of preparation for the future.

BUSINESS EDUCATION FOR WOMEN.

"Why should not our girls, as they grow up to be women, go into some regular occupation, just as the boys do?" is a question that is often asked. "There is no good reason why they as well as the boys should not have preparation for something. And what preparation can a young woman have to bring her into harmony with, and make her as self-reliant as her brothers, or other young men, unless it be the same practical training that they receive—the familiarizing of herself with the principles and usages of business life? In other words, if a parent wishes to give a daughter something, as a part of her education, that will initiate her into the real economies of every day affairs—the actualities of business life—a business education is what he desires. An indulgent father will furnish the means freely for a musical education, fine art discipline,

and for gaining a familiarity with foreign languages, but this most important discipline—the ability to assist in setting in motion the wheels of commerce, and properly recording the business involved in the interchange of commodities—the production of our income, is overlooked.”

If the widow, with her other sorrows, has added thereto a consciousness that she has no knowledge of business, she is indeed at the mercy of others. To her a thorough knowledge of business matters, and ability to keep accounts correctly, is of vital importance.

Could every young woman take a business course, then spend a few months in an office in charge of a set of books—long enough to fix the principles of trade well in her mind, and become proficient in the mechanical part of the book work—she would be better and stronger for it. And if a continuance at the desk should be decided upon, the position would be honorable and more desirable and profitable than that of a saleswoman. That young women are coming into favor with business men as bookkeepers, clerks, correspondents, etc., is very apparent. Our women graduates have succeeded, almost without an exception, in securing satisfactory employment, and in all cases have given their employers complete satisfaction. In addition to the value such an education possesses to young women as a means of obtaining a livelihood, it renders them more independent, more capable of looking after their own affairs and more useful members of society.

As will be found elsewhere, women are admitted on the same general conditions as men, and are given equal advantages.

CHEAP EDUCATION.

The more easily education can be reached by the masses the better it is for the welfare of the country. Yet there is a kind of “cheap” education, arising from the employment of cheap talent in the school room, which is especially disastrous in its effects on the minds of our youth. As a rule cheap rates of tuition are looked upon with distrust by the public, and generally with reason, since, except in the case of

schools liberally endowed, they can only result from the employment of poor teachers. An excellent authority on educational matters recently expressed himself on this subject in the following sensible and business-like manner: "Cheap wages must result in cheap teachers; and cheap teachers will naturally cultivate cheap minds, which will fit the pupil for a cheap life—that is, not attaining to any occupation above the mediocre. Let the subject of cheap teachers be thoroughly discussed, and it will be found at once that the great majority of the educated minds of the country are not in favor of cheap educators."

HOMES FOR STUDENTS.

The officers of this institution exercise the utmost care in selecting suitable boarding places for pupils.

Parents may entrust their sons and daughters to us with perfect confidence that they will be placed where they will be comfortably accommodated, and be surrounded by elevating influences. We fully realize the anxiety felt by parents in sending their children among strangers, and we endeavor to exercise the same vigilance they would use in selecting proper boarding places.

We wish our pupils to regard us their friends and confidants while here, and to understand that we shall esteem it a privilege at all times, in and out of school, to do anything in our power to promote their welfare and legitimate happiness.

SELF-HELP.

"As a matter of practical philosophy, hardly anything can be more essential to the young than that they should set out in life with a correct understanding of how largely they hold their fortunes in their own keeping. Be courageous, be prudent; enterprising, but painstaking; industrious and persevering; always remembering that the proverb, though old, is still true, and will never wear out—'Providence helps those who help themselves.'"

GOVERNMENT.

There have been certain laws laid down for the government of our school, but so little trouble is experienced in maintaining proper order, and in securing the fullest attention of the pupils, that such laws have become almost a dead letter. Our corps of teachers is composed of men who have knowledge of human nature, and who take the deepest interest in the welfare of those under their charge. The fascinating character of our course of study, the effort made by the teachers to promote the welfare of the pupils, and the fact that every student is placed upon his honor, renders government easy and set rules unnecessary.

The pleasant relations uniformly existing between teachers and pupils has been a subject of remark by others. Indeed, it is very rarely that a pupil merits or receives reproof. Young men, as a rule, appreciate, and are ready to reciprocate fair treatment.

A RECIPE FOR PROSPERITY.

1. Let every youth be taught some useful art, and be trained to industry and thrift in some institution of practical education.
2. Let every young man lay aside and keep sacredly intact a certain proportion of his earnings.
3. Let every one set out in life with a fixed determination to engage in business for himself, and let him put this determination in practice as early in life as possible.
4. Begin in a small, safe way, and extend your business as experience shall teach you is advantageous.
5. Keep your own books, and know constantly what you are earning, and just where you stand.
6. Never get in debt. A man who owes nothing can never fail.
7. Bear in mind that your business cannot be permanently prosperous unless you share its advantages equally with your customers.

DESIRE OF BOYS FOR MONEY-MAKING.

"Most boys who have arrived at the age of sixteen begin to feel an ambition to earn money. This is a laudable desire, and should be encouraged. Many boys have been saved from utter worthlessness by parents who understood this trait of character and were sensible enough to foster it. When this desire begins to manifest itself, it should be cherished and directed to proper ends. The minds of boys must be occupied with something, and the ambition to make money often drives out many evils which otherwise paralyzes all effort for good. When boys become restless and impatient of restraint, it is a sign that it is time for them to occupy their minds with thoughts of money making and getting on in the world. Turn their thoughts in this direction, and usually they will settle down. Try to keep them away from thoughts of doing something for themselves, or to force their minds into a different channel, and it will be almost certain that they will be ruined for life.

This idea explains why so many boys do well in commercial schools when they have failed to accomplish anything at other schools. A business training is certain to have a steadying influence on the mind of a young man. It conveys to him ideas of money making; it fills his mind with plans for getting on in the world, and of trying to be somebody. He soon comprehends that it is a matter of dollars and cents to him, and therefore becomes interested in his work. We have known of many instances of young men who were saved from a life of worthlessness by a course of training at these schools. Becoming interested in their work, they soon forget their old habits of indolence or wildness, and work with a will in order to obtain a practical training for business affairs and learn how to make money. Parents will do well to think of this. It is a hint which may decide the destiny of their sons."

DEPEND UPON YOURSELF.

Fight your own battles. Ask no favors of anyone, and you'll succeed five thousand times better than one who is always beseeching some one's patronage. No one will ever help you as you help yourself, because no one will be so heartily interested in your affairs. Men who win love do their own wooing. Whether you work for fame, for love, for money, or for anything else, work with your hands, heart and brain. Say "I will!" and some day you will conquer. Never let any man have it to say: "I have dragged you up—I have made you what you are."

SHORT AND LONG COURSES.

"It should be the aim of every student to go through the full course. This should be done, both on account of the student and the institution. He should complete the course, not only for the sake of the knowledge, but for the honor of graduating as well. A few weeks' study, however useful and important, does not suffice to make students competent for the counting room or the business profession. They need more time and more study.

Although courses have been shortened in modern times still it requires two or three years to prepare for college, and four in college, before the student can complete the entire literary course. Notwithstanding all this, many suppose that a course of commercial studies can be mastered in a few weeks—a great mistake! unless some of the short courses—mere smatterings, taught here and there, be meant—courses to which if the name *commercial* be applied it would seem an impertinence. A commercial course, in a first-class business college to-day, means vastly more than the mechanical opening and closing of a few sets of accounts.

We said above that the student should take a full course, as well for the credit of the institution as for his own behalf. Two parties are here interested—two reputations at stake. If a student, who has only a partial knowledge of accounts, undertakes to keep books and fails, he

not only disparages the institution in the estimation of business men, but reflects badly upon himself. Finally we would urge upon young men the importance of devoting sufficient time to master thoroughly the entire course of study. It will pay financially, for the student will meet with better success in his career; it will pay reputationally both the student and the institution; it will pay in abundant satisfaction of having mastered, at least, one course in one educational institution."

COMMERCIAL SCHOOLS.

Commercial schools are the most popular educational institutions of the day, next to the common schools, and are vastly more largely attended and more prosperous than any other class of private schools. The cause lies in the fact that they teach only these branches that are of the greatest importance to the young American, and that in the most direct, practical and fascinating manner.

ROCHESTER AS A LOCATION FOR A GREAT COMMERCIAL SCHOOL.

The character which this city has established for being a city of churches, schools and morality, added to the fact of its cleanliness and healthfulness, the intelligence and hospitality of citizens, its prosperity and business activity, its beauty and charming surroundings, and its accessibility, render Rochester one of the most suitable locations in America for such an institution as this.

Being located at the junction of five divisions of the New York Central and Hudson River Railroad, the largest railroad in the world, at the terminus of the Rochester and Pittsburg Railroad, on the West Shore Railroad, the Buffalo, New York and Philadelphia Railroad, the Rome, Watertown and Ogdensburg Railroad, the Northern Central Railroad, and one of the divisions of the Erie Railroad, and being practically on one of the best harbors of the great lakes, renders Rochester a peculiarly accessible point from every part of the continent. Nearly every religious

denomination which maintains an organization in this country has a place of meeting here, and the schools of Rochester, both public and private, have a national reputation for efficiency. These two facts are sufficient guaranty of the intelligence and refinement of their citizens.

That Rochester is one of the most beautiful cities in America, on account of its charming location, as well as the peculiar beauties of the city itself, every visitor will testify.

THE BEAUTIES OF ROCHESTER.

WITH SOMETHING OF ITS PEOPLE, INDUSTRIES, BUILDINGS AND SURROUNDINGS.



Among all of the beautiful, busy and prosperous cities of this peerless commonwealth, none has so wide a reputation for variety of attractions as has the charming Flower City of the

Empire State. About four score years ago the "Hundred Acre Tract," upon which the business center of the city is now situated, was an unbroken wilderness. In 1812 a small clearing was made, and where now stand the famous Powers Commercial Building, Powers Hotel, the City Hall, Monroe County Court House, Free Academy, Odd Fellows' Temple, and St. Luke's Church, was raised a field of wheat, which in the words of its owner, was "harvested by squirrels, raccoons and other inhabitants of the forest." The wonderful energy of an enterprising people has reared upon and around this spot, within this brief period, the handsomest, busiest and wealthiest city, considering population, on this continent.

The important position which Rochester occupies among the cities of the country can only be realized upon familiarity with her varied, extensive, growing and increasing industries, the number and magnificence of her public and commercial buildings, the volume of her trade, her facilities for shipping, the wealth and enterprise of her citizens, and the exceeding fertility of the surrounding country. Her manufactories produce almost every commodity used by the American people. Her nurseries and seed gardens are unequalled in extent and importance on this continent. The names of James Vick, Hiram Sibley & Co., Briggs & Bro., Crosman Bros., Chase Bros., Ellwanger & Barry, and others, are familiar ones in nearly every house in this broad land, as into such homes these enterprising men have sent cheer and sunshine in the form of luscious fruits and beautiful flowers; Rochester boots and shoes are sold in nearly every city, town and hamlet in America, and are everywhere regarded superior; the ready-made clothing trade reaches many millions annually; the manufacture of machinery employs thousands of men; the making of stoves and other facilities for heating, thousands more, and employment is provided for artisans of all kinds in large numbers by the varied industries of the city, which we have not room in this connection to enumerate, and H. H. Warner & Co., and Hop Bitters are known in every quarter of the habitable globe.

An idea of the prosperity and growth of Rochester at the present time may be obtained from the statement that during one year alone sixteen large commercial buildings were erected, ranging in height from four to eleven stories, several of them fire-proof, and all magnificent edifices, as well as hundreds of dwellings. The facilities for travel and shipping are unsurpassed. Five divisions of the New York Central Railroad, the greatest railroad in the world, center here; the Buffalo, Rochester and Pittsburgh; the Western New York and Pennsylvania, and one of the divisions of the New York, Lake Erie and Western terminate here; the Rome, Watertown and Ogdensburg, and West Shore, pass through; and vessels from the great lakes arrive and depart within the boundaries of the city.

The city is situated in the far-famed Genesee Valley, and is divided in twain by the Genesee River, which winds its graceful length down from the Alleghenies, through the picturesque fields of Livingston and Monroe counties, tumbling its waters over precipices aggregating three hundred feet within the corporate limits, passing placidly between banks of rock mountain high, and losing itself in the depths of Lake Ontario, seven miles below the center of the city.

For lovely, grand and romantic scenery, from the quiet, peaceful farm scene to the wild, precipitous, canon-like grandeur of the river banks, the visitor has but to take a street car ride of half an hour from any of the many excellent hotels for which Rochester is famous. The attractions in the city are abundant and varied. The Powers fire proof commercial building, in which fifteen hundred men have their places of business, and in the upper stories of which is the Powers Art Gallery, which for costly and magnificent works of art and elegant decorations is not elsewhere approached on the American continent, is visited by hundreds daily, many of whom visit Rochester for this alone; the University of Rochester, which was presided over more than twenty-four years, until his death, by Dr. M. B. Anderson, one of the most efficient and progressive educators of the day; the Rochester Theological Seminary; the Ward Museum, containing a collection of curiosities rarely equalled, and in which skeletons of extinct animals, and skins of rare existing species, are mounted for exhibition—where the unfortunate Jumbo was again placed upon his feet; the Warner Observatory, containing one of the most powerful telescopes in the country, and presided over by Prof. Lewis Swift, the renowned comet hunter; and the extensive flower and seed gardens, warehouses, etc., are but a part of the treat afforded the visitor.

The surroundings of Rochester are beautiful beyond description. Aside from the attractions mentioned, the city is but a half hour's ride from the famous Mineral Springs of Avon, which are visited annually by thousands from abroad for their health giving properties, and for the beautiful scenery and exhilarating air of this charming spot. These

springs are situated on what is locally known as the "Genesee Flats," a wide stretch of level, fertile ground, lying on either side of the Genesee River, liberally shaded by the immense oaks and elms which abound in this beautiful valley.

Four miles east of Rochester, and connected with it by lines of steamers and three railroads, is situated Irondequoit Bay, an arm of Lake Ontario, extending three miles southward from the lake. It is surrounded by wooded hills, whose lofty brows are mirrored in the crystal waters of the bay, forming a picture of great beauty and interest. The hills on either side are dotted with tasteful cottages, which are occupied by residents of the city during the warm summer months, and on the north side of the bay stand three commodious and pleasant hotels.

Seven miles north of the city, at the mouth of the Genesee River, is situated the beautiful and thriving village of Charlotte, the port of entry of Rochester, and which has within a few years become a famous summer resort. The beach is lined with elegant summer cottages, and several fine hotels accommodate the hundreds of visitors who annually congregate here for the cool, bracing air of this inland ocean. Two hours' ride west from Rochester are the world-renowned Niagara Falls and the scarcely less wonderful suspension bridges.

We feel warranted in saying that no other city in America of its size possesses so rich a variety of attractions as our BEAUTIFUL, REplete, RESPLENDENT ROCHESTER.

YOUNG MEN'S CHRISTIAN ASSOCIATION,

ROCHESTER, N. Y.

CENTRAL BUILDING, ST. PAUL AND ORCHARD STS.
RAILROAD DEPARTMENT, 208 CENTRAL AVE.

J. T. ALLING, PRESIDENT
A. H. WHITFORD, SECRETARY

CENTRAL DEPARTMENT.

ROCHESTER, N. Y., July 20, 1893.

To the Business Public :

We the undersigned officers of the Rochester Young Men's Christian Association, take pleasure in vouching for the reliability and efficiency of the Rochester Business University. The Association welcomed the proposition to construct apartments for the institution and the relations existing are mutually satisfactory and beneficial.

The Rochester Business University portion of our building is large, light and airy and is furnished in a most complete and elegant manner. The published illustrations do not adequately show the beauty and completeness of the school rooms which are, in our opinion, unequalled for the purpose for which they are intended.

The school has a very large attendance, enjoys an excellent reputation at home as well as abroad, is patronized by a superior class of pupils and gives a course of instruction and practice that is of great value.

Very respectfully,

Joseph T. Alling,

President.

Alfred H. Whitford,

General Secretary.

Specimen Testimonials from Graduates.

From TRACY E. CLARK, formerly from Pembroke, N. Y., now Professor of Sciences, in Clinton Liberal Institute, Fort Plain, N. Y.

"It is now over two and one-half years since I entered your institution and that after having graduated at Cornell University, and while I have never been engaged as a teacher of commercial branches I feel like saying just a word in regard to your school. Since graduating I have visited quite a number of Business Colleges in this State, and have no hesitation in saying that I consider the Rochester Business University not only the best equipped but one of the most thorough institutions of its kind with which I am acquainted.

Its managers are thoroughly alive to the needs of the times, are tireless workers and have spared neither time nor money not only to make it a first class institution but one destined to take a high rank in the educational system of our State.

Its teachers are specialists in their respective departments."

From G. K. DEMARY, formerly from Medina, N. Y., now Special Teacher of Penmanship in Public Schools, Buffalo, N. Y.

"The Rochester Business University is in my opinion the best commercial school in this country. Its location, fittings and furnishings are unequaled and the influence of its managers in promoting the interests of its pupils is continuous and effective. I am proud to be known as a pupil of the Rochester Business University."

From J. ARTHUR JACKSON, Dansville, N. Y., now Secretary and Manager of the famous Jackson Sanatorium, Dansville, N. Y.

"It gives me great pleasure to testify to the great benefits I received while a student with you. I consider that the time spent in my course of study the best investment I ever made. I advise all young men of my acquaintance if they want to fit themselves for business life, to place themselves in your charge. I wish you every success in your work and I envy any student whose privilege it is to be with you and gain the knowledge which will make a good business man of him."

From the office force of the celebrated Bausch & Lomb Optical Co., Rochester, N. Y. Home addresses are given with signatures.

We the undersigned, former pupils of the Rochester Business University desire to express our appreciation of the value and thoroughness of the work done by that institution. The school is what it purports to be, and we cordially recommend it to young people desiring to fit themselves for business pursuits. We secured and succeed in maintaining our present positions with the above company largely because we were pupils of the R. B. U.

With best wishes for the continued prosperity of the institution, we remain,

Very respectfully,

Carrie M. Wagner, Rochester; Ella R. Blickwede, Angelica; F. Mae Shelp, Middleport; Lucille V. Nelligan, Rochester; Jno. Remein, Rochester; C. A. McAfee, Pillar Point, N. Y.

From W. M. TOWNSEND, formerly of Walsingham, Ont., who went from the R. B. U. to teach in the Bryant & Stratton College, Buffalo, and who is now with Bradstreet's Mercantile Agency, of that city.

"It is now nearly two years since I left your college, the character of which rises in my esteem with the time that I am away.

Prior to entering the R. B. U. I had taken a course in another college quite up to the average and had taught the commercial branches, but such excellent facilities does your school afford and so efficient are your instructors that it was like resuming the subject where I had left off and continuing to a height not attainable elsewhere. Of the genuine, helpful and continued interest that you yourselves evince in worthy students, reference need but be made to any of the many who are proud to call themselves graduates of the R. B. U., while your assistants are teachers and gentlemen.

I left your school to take a position obtained through you with the Bryant & Stratton Business College of Buffalo, N. Y., where I taught successfully for nearly a year. I then accepted a position with Bradstreet's and am still with them acting as city reporter.

In all my work I recognize either directly or indirectly, benefits resulting from the course I took with you and the ideal of manliness fostered by the associations there cannot but be elevated in the mind of any young man."

From S. W. NORTON, formerly from Kirksville, Mo., now teacher at Literary and Commercial College, Fall River, Mass.

"I consider the five months spent in your college the most enjoyable, the most instructive, and the most valuable period of my life.

With its noble and efficient corps of teachers, its admirable course of instruction, supplemented by actual experience in the most thorough and completely equipped banking and counting house department in existence, the Rochester Business University has taken its proper place,—in the lead of all other schools of its kind in the United States.

The good it has done to the commercial and educational interests of the country cannot be calculated."

From F. B. WHITE, formerly from Walbridge, Ont., now Teacher in The Southern Business College, Atlanta, Ga.

"It is with pleasure that I recommend the Rochester Business University to all who are desirous of obtaining a thorough business education. In point of thoroughness and efficiency I consider this institution second to none in America..

I realized more practical benefit from the time spent in the R. B. U. than from any other similar period in my college life and shall always, unhesitatingly, recommend the institution."

From A. P. NICHOLS, formerly from Adams Center, N. Y. Mr. Nichols' resigned his position as teacher at Elliot's Business College, Burlington, Iowa, to accept a position with the Fidelity and Casualty Insurance Co., Kansas City, Mo.

"It is now over a year since I completed the course at the R. B. U. and I regard the time spent there the most profitable of my life. The proprietors take a deep interest in the success of each student, the teachers inspire confidence and enthusiasm, and are the best that can be procured, and the methods are abreast of the times.

Were it not for the valuable instructions received at the R. B. U., I could not hold my position as cashier and bookkeeper with a large Insurance company here, and where two large sets of books are kept. I can thus appreciate the real value of a commercial course. I find that graduates of the R. B. U. are filling responsible positions as teachers in the best Business Colleges of the 'Great West' as well as in the East, as the R. B. U. is known from ocean to ocean.

If any one wishes to prepare fully for business or for teaching, I would unhesitatingly recommend him to go to the school that stands at the head of business training schools, the R. B. U.

From W. A. WHITEHOUSE who came from Boston to take a course in the R. B. U. Mr. Whitehouse is special teacher of writing in the Boston Public Schools.

"Allow me to say a few words in praise of your University and of the great benefit I have derived from the course of studies I pursued while there.

Having previously had several years experience both in the counting room and as teacher in public schools, it gave me an opportunity to judge the merits of the University, and I unhesitatingly recommend it as one of the best commercial schools this country has ever seen and worthy the liberal patronage of the public it has so long enjoyed.

The special fitness of the teachers for their respective duties, their high character, social and scholarly attainments, combined with the sterling worth and long experience of the two leading American business educators, placed the Rochester Business University where it belongs,—in the very "King-row" of business colleges.

Each and every department is a school of marked success and I consider the Penmanship Department unrivaled."

From HENRY L. MILLER, from Torrington, Conn., who is now teacher at Clinton Liberal Institute, Fort Plain, N. Y.

Gentlemen :—It was early in the fall of '91 while seeking a good commercial school that the R. B. U. was recommended to me. I entered at the beginning of the winter term and have never for one moment regretted my choice. The inspiration I received from association with your excellent teachers is invaluable to me. I heartily recommend your school to any one seeking a first class commercial education.

I wish also to thank you at this time for your kindness in assisting me to obtain my present situation, which has proved so advantageous that I have engaged for next year as Director of the Business Training Department.

From M. L. MINER, of the Commercial Department of the widely known Pratt Institute, Brooklyn, N. Y.

"It gives me great pleasure to testify to my increasing appreciation of the benefits to me, of the course of study at the R. B. U. It has been the chief corner stone of success in all subsequent work. As the years since I completed the course multiply, my debt of gratitude to you increases.

One feature of the R. B. U. is of great importance to every enterprising young man and woman who contemplate availing themselves of its benefits; that is your unparalleled facilities for assisting its graduates to excellent positions."

From E. A. SCHOCH, formerly from Troutville Pa., now assistant to W. W. Osgoodby, Stenographer, Rochester.

"The system of shorthand taught in the Rochester Business University is, in brevity, legibility and ease of acquirement, superior to any other extant. It is the most consistent system published, and has the only textbook without a superfluity.

The facilities of the R. B. U. are equalled by none. The beautiful rooms are elegantly furnished, plenty of the best machines (40) are supplied, and a corps of the best teachers in their line in the country is employed.

I shall always look back with pleasure to the time spent by me in the R. B. U."

From E. J. SEEGER, formerly from Nelliston, N. Y., now with The H. E. Hooker Company, Nurseries, Rochester.

"The amount of money it cost me while a student in your school was very small in consideration of the benefit which I received, and I take this opportunity of thanking you and your staff of excellent teachers who so kindly and faithfully worked for my advancement.

Just sixteen weeks from the day I entered I had graduated and through your influence obtained the position which I now hold.

I wish all young men who desire to better their present condition, knew how many more chances there are for promotion when possessed of the knowledge to be obtained by a course at your school.

I trust your success in the past will prove an inspiration for the future, and that the R. B. U. may keep her present position among the commercial schools of our land, second to none."

From MISS LIZZIE ALDRICH, formerly of Johnson's Creek, N. Y., now stenographer in Democrat & Chronicle Office, this city.

"It affords me much pleasure to recommend the Rochester Business University to any one desirous of taking Shorthand and particularly if they wish to secure a situation.

After having taken a course in the Shorthand Department, I feel no hesitancy in saying the instruction given is very thorough, and the kindly interest manifested by the managers, and their efficient corps of teachers in securing good positions for their students is all that could be desired, and I take this opportunity to thank them for their kind interest and practical assistance rendered me while in attendance and since that time."

From KARL D. CURTISS, formerly of Charlotte, N. Y., now Stenographer Rochester, N. Y. Post Office.

"I look back upon the time spent as a student in the Rochester Business University with great pleasure and satisfaction because of the many ways in which school life was rendered pleasant and the thoroughness of the instruction in the different branches. I am also very grateful for the interest manifested by you in securing for me a responsible and valuable situation upon leaving the University.

I cannot be too earnest in the praise of typewriting as it is taught in your institution. The superiority of touch-writing over the old and tiresome method, renders it the most perfect system extant,"

From FRED. S. PERRINE, Little Falls, N. Y., now Stenographer with Robert MacKinnon Knitting Mills, of that place.

"It gives me great pleasure to recommend to any one interested, the Shorthand Department of the R. B. U.

During my course in that institution, I was greatly impressed by the thoroughness in the methods of teaching. While it seemed to the student that he was not making much progress, he was really doing that which every successful stenographer has to do, that is practicing. I found out after leaving school that the last few weeks spent in dictation exercises were of more value in getting up my speed, than the first three months in my present position. The student in shorthand must go slowly and with great thoroughness. Speed alone does not make the stenographer. 'Be thorough in all things and speed will surely come later.' This is the one great lesson that the student of shorthand learns at the Rochester Business University."

From MISS CLARA HUBBS, formerly of Hammondsport, N. Y. now stenographer with Norman B. Musselman, Leather Dealer, this city.

"The study of shorthand under your excellent corps of teachers has proved to be just what I needed in connection with my bookkeeping.

The teachers in your Shorthand Department are thorough, conscientious and very pleasant instructors. The Osgoodby system is a very good one, and I left the department well satisfied with the foundation I had laid for future practice.

I have noticed that all students who enter the R. B. U. with an object in view left it 'well satisfied' with the work they had done.

From C. E. CLAWSON, formerly of Ithaca, N. Y., now teacher of the commercial branches in Powers' West Side Business College, Chicago, Ill.

"I wish to express my sincere appreciation of your kindness in aiding me to secure this situation, and of many other kind acts in the past. It is not difficult to understand why the *alumni* of the R. B. U. all speak in highest praise of the institution and its proprietors and teachers. Besides affording unexcelled facilities for acquiring a thorough business education, no other school of its kind in the country takes such manifest interest in the welfare of its graduates. When such interest extends over a period of five years, as in my case, there can be no doubt of its genuineness.

I am pleased to learn of your increased prosperity. Your success can never exceed your merits."

From W. D. REYNOLDS, formerly of Arnot, Pa., now agent of the Minnesota and Northwestern Railroad Company, at Dyersville, Ia.:

* * * "I find my course more beneficial every day, and thank you again for all your kindness and attention when under your charge."

From FRED. W. FLANDERS, formerly of Parishville, N. Y., now bookkeeper in the Bank of Warren, Warren, Minn., of the class of '85-6:

* * * "Previous to coming here I had had no experience with bank bookkeeping excepting what I obtained in your school, and since I came nobody but myself has touched a pen to the books."

From LEWIS M. BARTLETT, Lenox, Mass.:

* * * "I found the R. B. U. a much better school in every regard than I expected."

From PROF. J. H. BURROWS, after graduating, Principal of the Commercial Department, Fort Edward, N. Y., Collegiate Institute:

"I am glad to observe that your school is still meeting the success that faithful work alone secures. Your methods of instruction, practical lectures and course of study in general have been of great benefit to me.

I cannot too highly recommend the Rochester Business University to everyone seeking a thorough business education."

From WILLIAM FOULDS, after graduating, Teller of the Bank of Monroe, Rochester, N. Y.:

"It is now eight years since I left your university to accept a position secured by you, and I would most earnestly recommend your thorough and systematic course of study to any young man who desires a PRACTICAL business education."

From P. H. MAGILL, from Azon, N. Y., formerly Bookkeeper for P. Cox, Wholesale Manufacturer of Shoes, 83 N. Water St., Rochester, N. Y.:

* * * "I would not take \$5,000 for what cost me but \$50, were I unable to get it again. * * * I give you credit for my present position, and, my dear friend, I shall attribute to you whatever success I meet in life."

From W. P. LACY, after graduating, Teller of the First National Bank, Charlotte Mich.:

"The six months spent in the Rochester Business University were the most profitable and satisfactory in my life."

From Mr. H. E. NORRIS, from Bradford, Pa., now Secretary of the Stoneham Tannery Co., Stoneham, Pa.:

"Will you kindly send me a copy of your circular, also to my brother, Ray W. Norris. He expects to start for Rochester some time in January to take a course in the R. B. U. Will you also please write him and tell him when your holiday vacation closes, so that he will know the better when to start. Knowing you to be always glad to hear from your former students, I will tell you how I am situated. I came here last February to keep the books of White & Co., tanners. The first of June new partners were admitted and the company was incorporated under the name of the Stoneham Tannery Co. The new firm has a fully paid up capital stock of one hundred thousand dollars, and I have the good fortune to be both secretary and treasurer of it, having full control of the financial affairs of the company, and am well paid for the responsibility. When the new company was organized, I had the old set of books to close, and the new one to open, but thanks to the instruction I received from you and your assistants, I had no difficulty whatever in doing this. Had it not been for my attendance at the Rochester Business University, I should probably have never been able to fill my present position. My brother Will, who also graduated there, is at Tiona, Pa., where he is in the business of manufacturing oil well drilling tools, and is doing well. I never saw a graduate from Rochester, but who considered it an honor to have graduated there, while I have seen graduates from other business colleges who seem to be ashamed of the fact that they had ever attended one. I understand you publish a paper now. Will you please send me a sample copy? With the best wishes I am."

From JOHN A. KENNEDY, formerly from York, N. Y., after graduating, Secretary of the Chicago, Lake Geneva and Portage Railway, and Business Manager for John E. Burton, the Iron King of the Northwest, written in June, 1887.

"I owe all my success in the business world to the training I received at the Rochester Business University."

From Mr. E. S. PIERCE, from Kendallville, Ind.

LA FAYETTE CAR WORKS, }
LA FAYETTE, Ind., January 8, 1887. }

"I have been located here in La Fayette over a year with my old roommate in Rochester, Frank Masten. We have entire charge of the foundry department of the car works, and are having a great deal of success. We have our work divided so that each does a certain amount of office work, in order not to forget the excellent instruction we received in Rochester.

* * * In a month or so Frank will go to Lima, O., to take charge of two foundries there, while I remain here.

Frank and I both wish to be remembered to all the members of the faculty, and hope that your excellent school still has the attendance it deserves."

From Mrs. F. E. GREENE, Rochester, N. Y., now teacher of the Commercial Branches in Tougaloo University, Miss.

"I desire to thank the officers of the Rochester Business University for the kindly interest ever manifested in my behalf. I fully realize that had it not been for the valuable knowledge acquired in your institution, I could never have filled this responsible position, and given the satisfaction which I have good reason to believe I am giving "

From H. M. CRAWFORD, formerly from Troy, Pa., now Bookkeeper for the Mutual Relief Society of Rochester

* * * "I wish to express to you the esteem in which I hold your school. Since going into the business world, into positions secured by you, I have become convinced that your methods of teaching and doing business are unexcelled.

The magnitude of your patronage, the number of your graduates occupying positions of honor and responsibility in this city alone, and the satisfaction they uniformly give, are the best possible recommendations for your institution. Business men recognize the fact that the services of a young man who has completed your course are worth at least three times as much to their business as are those of one who has not had such training. It has certainly been of the greatest value to me."

From PROF. F. R. SMITH, formerly Superintendent Department of Penmanship, Sadler's Bryant & Stratton Business College, Baltimore, Md.

"Since I have taken charge of this department, a position secured by you, I have found that the knowledge gained in your institution has been of the greatest benefit to me and my classes. I think your method of instruction is most complete and effective, and thoroughly prepares the pupil for the active duties of life, either as teacher or business man."

From O. GOMPF, Marion, O., a pupil in the R. B. U., in 1882-83.

"I have visited several business colleges since I left Rochester, but none of them even approach the R. B. U., in thoroughness and efficiency; nor have any of them so superior a class of ladies and gentlemen in attendance. Character, however, is not the only quality in an interesting student; he must have talent and perseverance as well, and it is in this that the students of your school excel all others."

From GEORGE W. STONE, formerly Bookkeeper for Daniel Hays, manufacturer and wholesale dealers in Gloves and Mittens, Gloversville, N. Y.

"I have long desired an opportunity of expressing to you in some substantial manner, my appreciation of the Rochester Business University. * * * It is now more than fifteen years since I received my diploma from your school, and my success has exceeded my highest anticipations. I have occupied my present position for nearly five years, and am now receiving a large salary, and have the satisfaction of knowing that I fill my position well. I am indebted to the thorough instruction I received at your hands for my success, for when I entered a business life I had nothing to acquire, except, of course, the experience which polishes and the detail which is connected with each particular business. And even now, hardly a day passes that I do not have occasion to call to mind, and put in practice, something that I had learned there that I had not thought of before. I have had several opportunities of comparing *your school with others of its kind*, by coming in contact with their graduates, and I could but feel that in point of thoroughness and the *amount* of practical business information that may be obtained there, the Rochester Business University excels all similar institutions in the country.

With my best wishes for your continued health and prosperity, my profound respect for you as a teacher, and my highest esteem for you as a personal friend, I am ever, Yours most sincerely,

From E. J. McGARRY, formerly of Rochester, N. Y., Bookkeeper for P. Cox & Co., Chicago, Ill.

"I feel that I am under great obligations to you and your efficient corps of teachers. I am certainly indebted to you for my present position, I cannot speak too highly of your Actual Business Department * * * As a means of giving a young man an insight into the every day business of merchants, the Actual Business Department is unsurpassed."

From FRED ROBINSON, formerly of Moscow, N. Y., Teacher of Book-keeping, etc., in Shortledge's Academy, Media, Pa.

"I desire to express my gratitude to you for the thorough business training I received at your school and for the fine position you so kindly secured for me. Enough cannot be said in favor of such a grand institution as the one over which you preside. * * * I would say to young men, do not consider your education complete till you have pursued a course of study in the Rochester Business University. Wishing you the great success in the future that has attended your earnest, faithful labors of the past, I remain,

Your friend."

From J. C. HADLEY, formerly of Millerton, Pa., Assistant Bookkeeper for Hiram Sibley & Co., Seed Growers and Merchants, Rochester and Chicago.

"Permit me to acknowledge my indebtedness to you for securing me a desirable position upon completing your course of study.

The education I received was thorough and complete, and is invaluable to me."

From GEORGE W. ELLIOTT, President of Elliott's Business College, Burlington, Ia.

"I wish I could express to you, my dear friend, my appreciation of the value of a course of training in your excellent institution, and the benefit it has been to me. I have derived great profit from your methods, encouragement from your success, and inspiration from your counsel. I congratulate you upon the unprecedented success of your university during the past year."

From PROF. WALTER F. KENT, *Principal Commercial Department, Union School, Lockport, N. Y.*

"I regard your course of study, as prescribed, eminently complete and practical, and your methods of teaching most ingenious and effective; and I consider the thoroughness of the instruction, in every department, the distinguishing feature of the school. Indeed, its appointments in every respect I believe to be the most perfect to be found in this country, and having been to some trouble and expense to investigate, I speak advisedly. I heartily commend your corps of instructors as gentlemen faithful to their several trusts, of practical intelligence, enthusiastic and successful, and the steadfast friend of every worthy pupil. Words are inadequate to express my gratitude to you for your untiring interest in my welfare, culminating in locating me here, and for your uniform courtesy and kindness.

I wish to add my endorsement of your excellent school to that of every person who has ever been connected with it, and to that of the business men who are familiar with its merits, and to express the sentiment that its facilities in all respects are *unequaled*.

Wishing your institution a continuation of the extraordinary prosperity it has enjoyed during the past year, and assuring you that I shall ever have a tender spot in my heart for the Rochester Business University and a grateful regard for its officers and faculty, I remain, etc."

From PROF. A. W. RANDALL, *Superintendent Theory Department, Packard's Business College, N. Y.*

"Words cannot express my gratitude to you for the valuable instruction received, and for securing for me my present desirable position."

From E. EVERETT VAN DINE, *Troy, Pa.*

"Over a year ago I received a Diploma at your University, and my business instruction has been an advantage little dreamed of before I commenced the four months' course."

From GEORGE R. SMITH, *formerly from Rochester, N. Y., Bookkeeper for the Department of Police and Excise of the City of Brooklyn, N. Y.*

* * * "It was the instruction I received at your hands that fitted me to accept and retain my present situation. I have found no trouble whatever in applying what you taught me. I wish to thank you for your interest in me, both during and since my attendance."

From W. H. COVERT, during 1887-88-89, Associate Proprietor of Wells & Covert's Commercial College, Syracuse, N. Y.

* * * "When I consider what the Rochester Business University has done for me in preparing me for, and placing me in good positions, I feel that I owe it to that institution to say a word in commendation of it to those desiring a business education.

The R. B. U. is a school that is, and does just what is claimed for it by its officers, and in no other school in America can there be found a corps of teachers better qualified for, or more zealous in their work, or so thoroughly devoted to the promotion of the substantial welfare of those under their charge.

To-day, as never before, do I appreciate the value of the knowledge I gained in the Rochester Business University."

From HARRY MORRIS, Bookkeeper for S. S. Morris & Co., Muskegon, Mich.

* * * "When I entered the Rochester Business University I had passed my boyhood a long way, you remember, and had next to no preparation for entering upon such a course of study. But when I left you my preparation for business was complete. We are doing as large a business in our line as is done in the State, and I have entire charge of the office work. I wish I could send you a thousand students."

From M. L. CULVER, bookkeeper for F. W. Miller, Manufacturer of Agricultural Implements and Machinery, Caledonia, N. Y. :

"Words can not express my appreciation of the course of instruction I received at the Rochester Business University.

I regard your course of study and methods of teaching complete in every particular. I wish you continued prosperity.

From MISS CLARA A. ORWEN, formerly of Arctic, N. Y., now assistant bookkeeper for the Rochester Hard Wood Lumber Co. :

"It is with pleasure I express my appreciation of the course of study furnished by the Rochester Business University.

In my estimation the Business Practice and Office Department were, to me, of most value. I find, however, that some parts of the course, which I thought of less importance have proved to have been most beneficial.

Taking this opportunity to thank the faculty for the kindness shown to my brother and myself while attending school."

From C. A. SIEBOLD, Bookkeeper for the Rochester and Pittsburgh Coal and Iron Co., of this city :

"It is now a little over a year since I graduated from your college and accepted a position through your influence, and I still retain fond recollections of the pleasant and beneficial time spent in your school. Being convinced by the success met with in business by friends who had received their training in your school, I determined upon taking a course of instruction myself, and although I had three years actual business experience I completed the course greatly improved in penmanship and in ideas and methods pertaining to business.

Your Actual Business and Office Department impressed me most favorably. The thoroughness, accuracy and carefulness which this department cultivated proved most beneficial to me. With the best of wishes."

From A. E. RICE, formerly of Eldred, Pa., now bookkeeper for the Bradley Fertilizer Company of this city :

"I take much pleasure in commending your commercial course to those desiring a thorough business training. I find the course especially beneficial to those lacking speed and accuracy in business calculations."

From WM. H. WAMSLEY, formerly of Scio, N. Y., now assistant bookkeeper for W. H. Glenn & Co., of this city :

"I wish to thank the officers and teachers of the R. B. U. for the kindness and personal attention shown me while attending your college, and also for the position which I now hold.

I cannot too highly recommend the Rochester Business University to every one wishing a thorough business education.

With best wishes for the future, I remain."

From FRED. S. MILLER, formerly of East Guilford, N. Y., now bookkeeper for E. Oumpough & Son, dealers in Men's Furnishing Goods, Rochester, N. Y. :

"I take pleasure in recommending the Rochester Business University as a school in which a most thorough and efficient training preparatory to a business life may be received.

I think the Counting-room Department especially beneficial to me, as it gave me practical ideas of general office work."

From ALEX. WILLSON, formerly of West Newton, Pa., now bookkeeper for the Union Trust Company, Marion, Kans. :

"It is about a year since I came to Kansas and am very pleasantly located as book-keeper with the Union Trust Co., but I recently received word from the Secretary of our main office in Sioux City, Iowa, that I am to be placed in a large savings bank that the company is starting in that city.

I often look back with pleasure to the winter so pleasantly and profitably spent in your beautiful city at the R. B. U. I have a brother who is thinking somewhat of taking a commercial course and I have advised him strongly to go to Rochester. Will you kindly send him a catalogue. His address is
* * *

With kindest regards to all my old friends and teachers in your school, I remain."

From GEO. SWAYZE, formerly of Aurora, N. Y., now teacher of the Commercial Branches in Genesee Wesleyan Seminary, Lima, N. Y. :

"Having been a student at the Rochester Business University, it gives me pleasure to say that throughout my course in that institution, I found both proprietors and teachers earnestly interested in the work of fitting those under their charge for the active business of life.

Since graduating I have been engaged in teaching Commercial Branches, and whatever success I have achieved in that line I owe to the practical instruction received at their institution

While traveling in the South and West, I visited some of the most prominent business colleges, and found that they consider the R. B. U. the best of its kind in the United States

Wishing the institution still greater success, I am,"

From FANNIE A. DODD, formerly of Lockport, now bookkeeper for McAllaster & Humburch Bros., Jewelers of this city .

"It is now nearly a year and a half since I left the R. B. U. to accept my present desirable position which you so kindly obtained for me. During this time various business experiences have taught me to more fully appreciate the knowledge I acquired at your school, especially that gained in the Business Practice and Office Departments, which alone has more than repaid me for attending.

Please remember me very kindly to the members of the faculty who have shown so much courtesy and kindness to me, and with many thanks believe me."

From A. J. LIFEYER, formerly of Geneseo, N. Y., now with H. B. Graves, dealer in Furniture and Draperies, of this city :

"I regard your course of study complete and practical, and your methods of teaching very ingenious and thorough. Enough cannot be said in favor of the school and the faculty. As a means of teaching accuracy and self-reliance the value of the Business Practice cannot be over-estimated, and as a means of giving a young man or woman an insight into the detail of office work, the actual Business Department is unsurpassed. Wishing you the prosperity that your labors deserve."

From H. B. POTTER, of Potter Bros., Importers and Jobbers of Grocers' Specialties, Montreal, Canada :

"Would you be so kind as to send me a catalogue of the R. B. U. I must say that the six months I spent with you in your fine college, was the most profitable in my whole school life, and I can't say enough for you and your teachers."

From A. J. SPENCER, formerly of Bergh Hill, O., Principal of the Commercial Department of Baldwin University, Berea, O. :

* * * * "The thoroughness of the instruction received, and the systematic arrangement of the student's work, render it possible for him to secure a practical knowledge of the commercial branches in your school with *less work* than in any other institution with which I am acquainted."

Would recommend it to every young man or woman who is preparing to enter a business life, or that of a commercial teacher.

From A. P. CARPENTER, Whitingham, Vt. :

"With its wisely arranged curriculum, embracing those subjects which are demanded in the business world to-day, and its efficient and thorough instruction therein, I am fully convinced that the R. B. U. is superior to all other first class institutions of the kind in America.

While at your school, and by association with men since, I have been particularly impressed with the fact that it does not turn out simply mechanical bookkeepers, competent to do only routine office work, but men capable of filling the high positions of honor and responsibility in the world of business.

Your instruction in commercial law, alone, is worth to me all the time and expense incurred in pursuing your whole course. Thanking you for your kindness and courtesy in the past, and wishing you the abundant success which your labors justly merit."

From C. W. REDFERN, who entered from England in September, 1888, now bookkeeper for the Rochester & Pittsburgh Coal and Iron Co., Punxsutawney, Pa. :

"I look back with pleasure to the days spent at the R. B. U., (Sept. '88 to Mar. '89). A high moral tone, firm discipline, courteous teachers and instruction suited to the needs and capacities of the students go to the making of a model school.

When I came to you I was practically an ignoramus as regards bookkeeping, but the instruction received enabled me to grasp the subject, and so hold my present position for which you recommended me on completion of the course. The Commercial and Civil Law classes as well as the R. B. U. Assembly combine recreation and study, and prepare the student to fulfill the duties of citizenship with credit to himself and country. The business practice teaches the necessity of accuracy, while the office course gives the practical work so essential to all. The subjects taught reach the happy medium and are neither too many nor too few."

From KATE EDMUND, formerly of Cohocton, now amanuensis for Levi Hey, Rochester Rag Warehouse, this city :

"I consider the knowledge I acquired in both the commercial and short-hand courses in your school of great value to me. I would mention especially the law, writing, and actual business practice.

The manner in which the work is conducted leaves no opportunity to complete either course without a thorough knowledge of business principles and rapid and accurate short-hand writing."

From CARRIE E. BROWN, formerly of Johnson's Creek, N. Y., now bookkeeper for Higgins & Matheus, Grocers, this city :

"Every branch taught in the R. B. U. has been of practical every day use to me in the position I now hold.

I would advise every young man or woman to take a commercial course even if they do not expect to become bookkeepers."

From SUSIE L. RICKER, bookkeeper for Ricker & Montgomery, manufacturers of Rochester Hay and Grain Carriers, of this city :

"I could not fill the responsible position I now hold if I had not received such thorough training in the art of bookkeeping from your college."

From GERTRUDE DELMAR MOORE, formerly of Medina, N. Y., now stenographer for Geo. R. Fuller, of this city, manufacturer of artificial limbs:

"I look back with a great deal of pleasure upon the five months I spent in your institution. I have never attended a school where the work was made so easy and pleasant, and yet where so much was thoroughly taught in so short a time.

The teachers are so enthusiastic about their work, so anxious that all their pupils shall succeed in whatever branch of study they undertake, and make the very best of themselves, that even in the midst of the discouragements that come with all kinds of study one feels determined to come up to their expectations or perish in the attempt."

From W. J. DORSEY, formerly of Mt. Reid, N. Y., Now Bookkeeper for The Rochester Awning and Tent Co.:

"Your thorough course in bookkeeping is all that anyone could desire.

The exercises in rapid calculations have been of the greatest benefit to me.

Hoping that your institution will prosper in the future as it has done in the past."

From JOHN B. JONES, formerly of Rushville, now bookkeeper for the Bank of Monroe, of this city:

"Since completing a course in your institution, I have had abundant opportunity to test the practical value of the experience gained while there.

I have found many things to be of every-day service. The knowledge of Commercial Law is alone worth the cost of tuition, and your practical office drill and rapid calculation exercises are invaluable. No young man should be without such training, no matter what business he may decide to follow."

From MISS FRANKIE A. DAVIDSON, from Victor, N. Y., Amanuensis for M. B. Shantz & Co., Manufacturers and Importers of Buttons, this city:

"Having been a student in the Short-hand Department of the Rochester Business University, I take pleasure in adding my name to the already long list of those who have attended this school and testified to the thoroughness of the course and the efficiency of the corps of teachers, whose kind and courteous treatment I shall always remember with pleasure.

After five months' attendance I was placed in a position by you which I have since filled to the satisfaction of my employers, thanks to the thoroughness of the training I received.

May the R. B. U. see many more years of prosperity."

From J. F. BARNES, formerly of Spencerport, N. Y., now shipping clerk for Lewis P. Ross, Manufacturer and Wholesale Dealer in Boots, Shoes and Rubbers, of this city:

"It is now about four months since I left your school to accept a very desirable position secured by you, and during that time can see the result of the thorough knowledge of business I received at your school.

Your course in arithmetic was well worth the price of my tuition alone. In bookkeeping I was more than pleased with my course, for I know I received a thorough knowledge of its many branches.

I also wish to say a word in regard to your efficient corps of teachers, always ready to promote the welfare of those under their charge, zealous in their work and always ready to help every worthy pupil. I can not too highly recommend your course to any young man seeking a business education."

From B. A. BALDWIN, from Barre, N. Y., now teacher in the Conyngton Business College, Galveston, Tex.

"I have thought of the R. B. U. many times since I came South to fill the position in the Conyngton Business College, secured through you, and to-day I decided to write you how much I esteem you all as men, and how highly I prize the instruction I received while attending your most excellent school. I consider the training that I received invaluable. What won my admiration for your school was the thorough, practical and enthusiastic way in which the work in each department is carried on.

I feel very grateful to you for the interest you took in me, and my best wishes are for the future success of the Rochester Business University in its new home."

COMMENDATIONS OF STENOGRAPHIC DEPARTMENT.

From Miss Cora M. Ball, with Pardee Medicine Co., formerly from Perinton, N. Y.:

"It is very difficult for me to find words in which to express the high esteem I have for the school in which I learned shorthand the system taught and the teachers who teach it, all being in my estimation of the best.

It has been of great benefit to me in more ways than one, and certainly there is no one more willing to assist their pupils in securing situations than Messrs. Williams & Rogers. They have been very kind to me, and all that I can do is to thank them heartily and recommend the Rochester Business University to any one contemplating the study of shorthand."

From Miss M. E. Choate, from Port Hope, Ont., book-keeper and short-hand writer for Thomas Bolton, shoe manufacturer, of this city:

"I take pleasure in saying that the instructions given at the R. B. U. is most efficient, and I regard the Osgoodby system the best; the teachers are capable, thorough and attentive, and the methods are beyond the possibility of improvement."

From Miss Ina Linsner, with W. P. Davis, Manufacturer of Machine Tools, Rochester, N. Y.:

"I wish to thank you for your kindness to me during my course at your school, and for promptness in securing me the satisfactory position which I have held for the last year and a half.

I cannot say too much in favor of your school and of the interest taken by you and your teachers in the welfare of the students."

From J. H. Gallagher, Rochester, N. Y.:

"Less than five months ago I wrote you from my home in Pennsylvania regarding the system of shorthand taught in your college, and asking for general information as to your shorthand department.

I was not long in coming to the conclusion to learn a system that has been so successfully tested in court reporting as the "Osgoodby system," and after taking a sixteen weeks' course in your excellent school under the supervision

of the author of the system and the able and painstaking instruction of the teachers under him, I have entered upon the work of reporting in the Supreme Court at Rochester, N. Y.

I have succeeded in making verbatim reports of Justice Davy's charges to the jury, and have made a fair record of the respective cases, which I consider a most satisfactory proof of the merits of your shorthand department.

I feel myself under lasting obligations to the faculty of your institution for their uniform interest in my progress, but I feel especially indebted to Mr. Osgoodby for his invaluable services in placing his own Supreme Court notes at my disposal, his readiness to answer questions and assist his students, as he, from his so many years of practice, is so able to do.

I assure you I shall always look back with grateful remembrance to the pleasant and profitable hours spent in the Rochester Business University."

From A. W. Town, from Elba, N. Y., formerly with Keeler & Salisbury, lawyers, this city, now with the Hollister Lumber Co., Tonawanda, N. Y. . . .
ROCHESTER, N. Y., June 21, 1889.

"I took a course of shorthand at the R. B. U., covering a period of about fourteen weeks, and found the instruction efficient and thorough, and am now employed as law stenographer for a Rochester firm. I am highly pleased with the school and the results to me individually, and think that for simplicity and conciseness the system taught cannot be excelled."

From Miss F. Millard, with Edward P. Clark & Co., General Agent, New York Life Ins. Co.:

"It gives me pleasure to recommend the Osgoodby system to all who purpose taking up the study of shorthand, and I consider the instruction afforded in that department by Messrs. Williams & Rogers all that could be desired. I would especially commend the kindness, courtesy and interest shown by the teachers, and feel that my connection with the department has been of much practical value to me."

From Miss Sadie E. Woodworth, from Victor, N. Y., now stenographer for D. Armstrong & Co., manufacturers of ladies' fine shoes, this city :

After taking a course of shorthand (Osgoodby's system) at your institution, I found no difficulty in performing the duties of the good situation which you secured for me, and have found my knowledge of it very practical indeed. I would highly recommend the Osgoodby system to anybody desirous of learning shorthand."

From Edward O'Shaughnessy, Stenographer and Secretary for the Manager of the Rochester Electric Railway Company:

"I take pleasure in saying that I was a student in the Shorthand Department of the Rochester Business University for a period of six months, with very satisfactory results. I feel justified in speaking in the highest terms of its efficiency, also of the kind and courteous treatment of its principal and assistant. Since making practical use of shorthand, and, from some study of the numerous systems, I have been satisfied of the simplicity and utility of the Osgoodby system, and would recommend it to the most favorable consideration of those intending the study of shorthand."

From Miss Helen F. McCarty, Stenographer for the The Smith Premier Type-writer:

"It affords me pleasure to have an opportunity of saying a word to the public in regard to Osgoodby's system of shorthand, as taught in the Rochester Business University. It is faithfully taught in that institution, and in a manner that reflects credit on the teachers as well as the author. I think it the best system for conciseness, legibility and rapidity that has ever been brought to my notice.

I have been greatly benefitted while attending the Business University, and think myself fortunate in having pursued a course of study in shorthand in that institution."

From Hon. G. H. Humphrey, Attorney and Counselor at Law, Rochester, N. Y.:

"It gives me great pleasure to testify to the worth as an accomplished stenographer and type-writer of Miss Emma Cook. I have had occasion to know in regard to it by employing her, and bear willing testimony on the subject."

From Henry M. Hill, Attorney and Counselor at Law, Rochester, N. Y.:

"A lady who attended the Rochester Business University and there studied Osgoodby's shorthand method, has been in my employ for some time, and I find that her work is in every way satisfactory."

From Miss Jennie S. Bascom, with M. D. L. Hayes, General Agent Northwestern Mutual Life Insurance Company, Rochester, N. Y.

"I wish to say that after looking over and studying other shorthand systems, I consider your system, and method of teaching it, by far the most practical and efficient."

From Lizzie J. Lynn, Rochester, N Y., with Title Insurance Company, this city :

"With pleasure I add my testimonial to that of others, in reference to the Shorthand Department of the Rochester Business University. I think that the system, so far as I can learn, is the most practical and the most simple of any of the systems of shorthand. The instruction given in this department is of the best, as it is imparted by a very efficient corps of teachers. I am confident that I could not have procured the excellent position I now hold, if I had not spent a term in this department, as well as a term in the commercial department of this institution, and would recommend, most earnestly, this school to any one wishing a thorough knowledge of shorthand.

From Miss Cora McDowell, with W. S. VanCourt, Manager, Collection Department, American Shoe and Leather Trade Association, Rochester, N. Y..

"I have taken Osgoodby's system of shorthand, as well as one other, and find from practical business experience that Osgoodby's is the best."

From Miss Sadie J. Gates, with A. R. Sheffer, Metropolitan Storage Warehouse, Rochester, N. Y.:

"Since my graduation in your school in the year 1886, I have held two responsible positions. The last position, secured through your recommendation, has proved very pleasant as well as lucrative."

From C. E. Dennison, Agent for The Smith Premier Type-writer :
ROCHESTER, June 24, 1889.

"It affords me great pleasure to say that Miss Helen F. McCarty, who is a graduate of your school of stenography and an Osgoodby writer, is perfect in every respect as a stenographer in my office."

From Miss Evelyn L. Goodale, stenographer for the Clifton Springs Manufacturing Co.:

"As I was a student of the Osgoodby system of shorthand in the Rochester Business University, and am daily putting the knowledge I acquired to a practical test, I feel that I can commend most highly, both the conciseness and legibility of the system, and the efficiency of the instruction afforded. The principles are so thoroughly taught that each day brings some of its many merits more forcibly to mind where the utmost speed and brevity is required."

From W. P. Davis, Manufacturer of Machine Tools, Rochester, N. Y.:

"Something over a year ago I wrote you for a competent book-keeper; you kindly answered at once, giving me the name of a lady student that had taken a complete course with you. I at once corresponded with her and secured her services, which have been quite satisfactory to me. I have now secured her for the second year, and take the present time to thank you for your consideration in helping me to secure so competent a person."

From the Clifton Springs Manufacturing Co., Clifton Springs, N. Y.:

"In regard to Miss Goodale's ability as a stenographer, would say that since coming into our office she has been doing the work required of her in a very efficient manner, reflecting credit, not only upon herself, but upon your most excellent institution in which she was a student."

From Celia J. Flanagan, stenographer for the Crandall Machine Co., Groton, N. Y. :

Before taking up the study of Shorthand, the great question in my mind was, which system I should study. After a great deal of deliberation, I decided upon the Osgoodby system, and entered the Rochester Business University for the purpose of learning same, and I assure you I have had no occasion to regret it, as I think it is the simplest, most concise and most complete system in use, and nowhere is it taught more thoroughly than at the R. B. U.

From R. E. Brownell, formerly of Owego, N. Y., now stenographer for The Mahoning Supply Company, Walston, Pa. :

I appreciate the valuable instruction in shorthand which I received at your school, and which I am now using in my present position.

I think that the best thing for a young man to do who wishes to give up farming, as I have done, or those who wish to start for themselves, is to be sure and attend the R. B. U., and I know that if they try, they will succeed, for the faculty and teachers are always ready to assist worthy students.

From J. H. Moore, Teacher of the Commercial Branches and Shorthand, in Friends' Academy, Union Springs, N. Y.:

It gives me great pleasure to testify to the merits of the R. B. U. A little over a year ago I decided to spend a few weeks at your school. On entering I was a stranger in the city and in the school. I was placed in a good home by you, and soon became acquainted with the teachers and the work of the school.

ROCHESTER BUSINESS UNIVERSITY.

I found the teachers thoroughly zealous in their work, and became very much interested. I had always been taught to write in a slow and awkward manner, but by the thorough instruction of my teachers, I easily acquired a good business hand. The instruction in bookkeeping was thorough and complete. I consider the instruction given in law and office work unsurpassed.

After I had nearly finished my course, I was kindly assisted by you to the position I now hold. I have entire charge of the Commercial Department, including Shorthand, and can truthfully say that for my start and success thus far, I owe all to the teachers and managers of the R. B. U. I also wish to thank the teacher of Shorthand for her painstaking encouragement, and, above all, for her thoroughness of instruction.

Thanking you for your kindness while in attendance and since, and commending the R. B. U. to anyone seeking a business education, I am, kind friend,

Very sincerely yours,

J. H. MOORE.

"R.B.U."

VIEWS

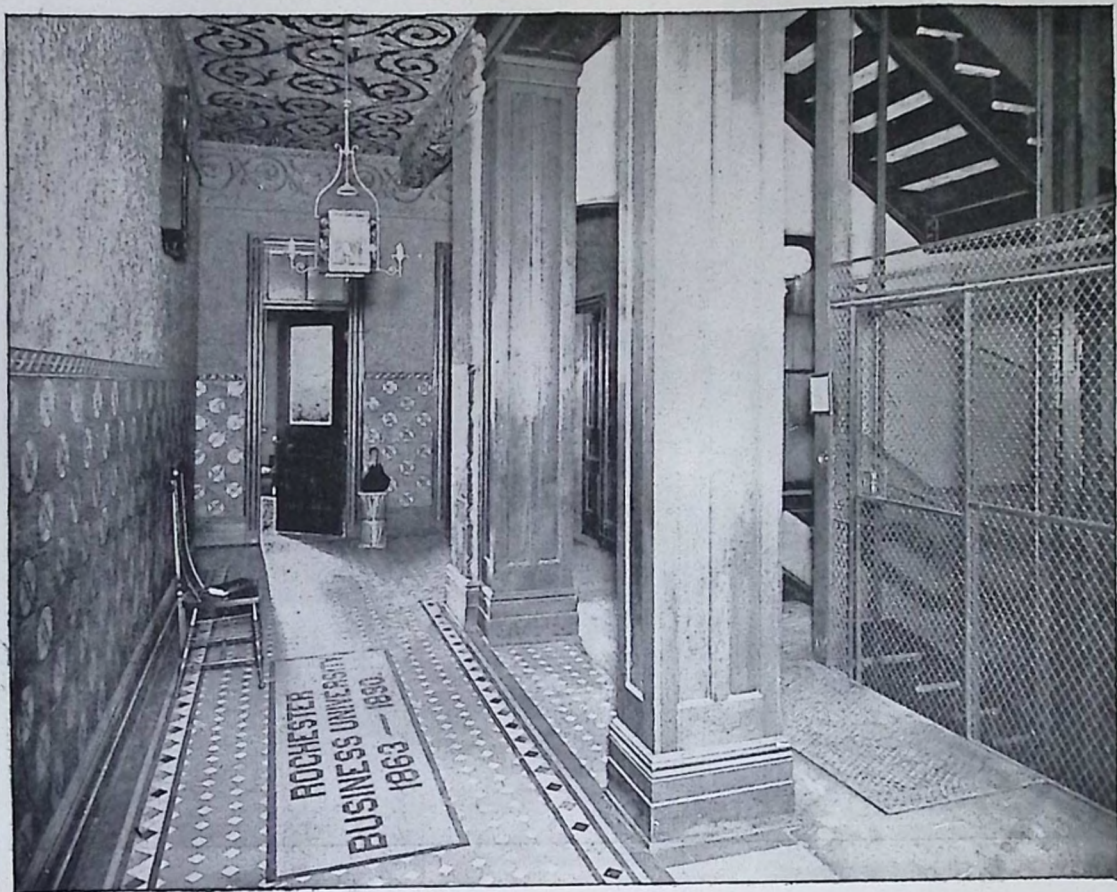
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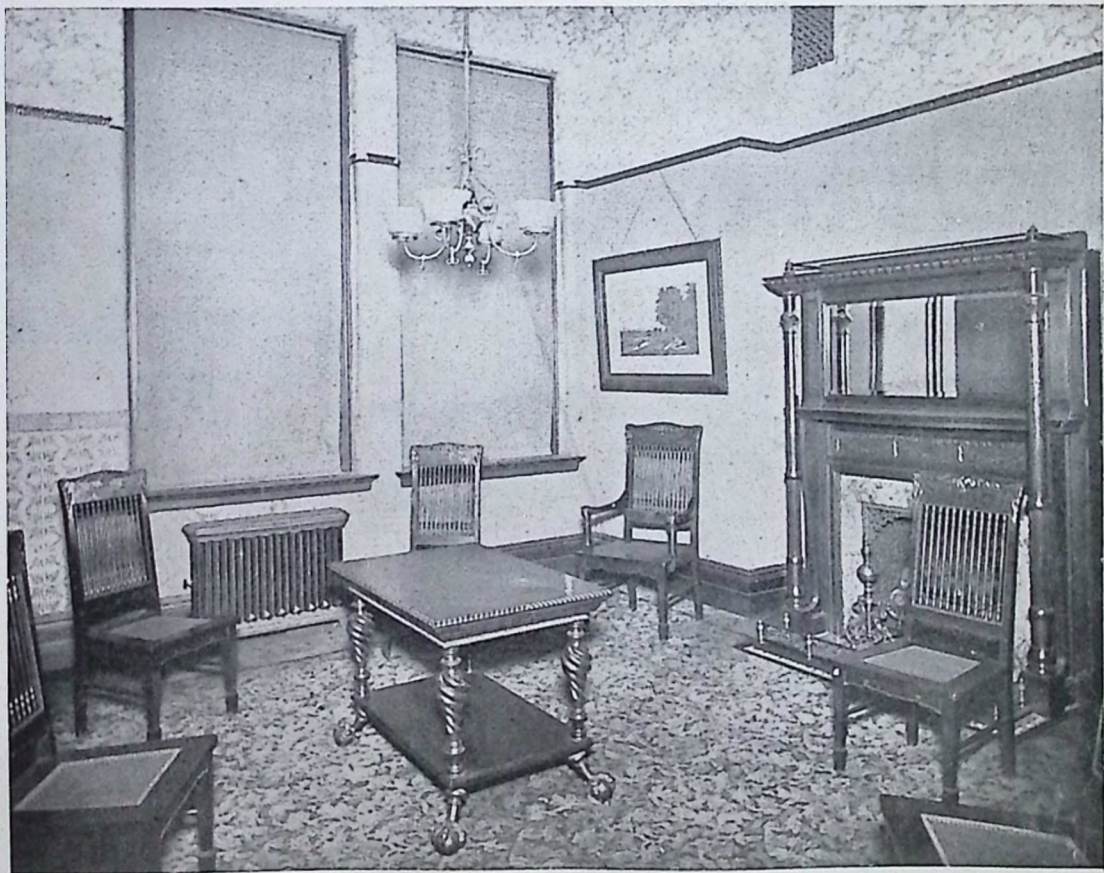
Y. M. C. A. Letter.



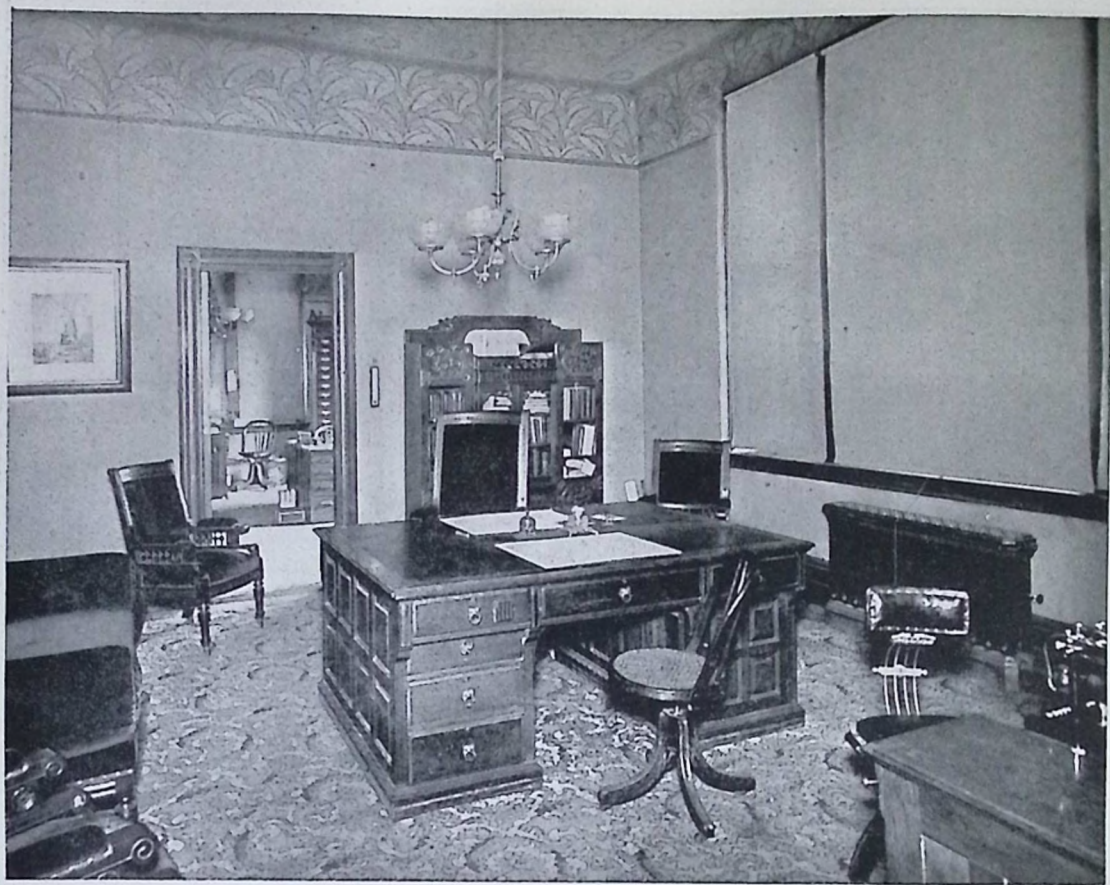
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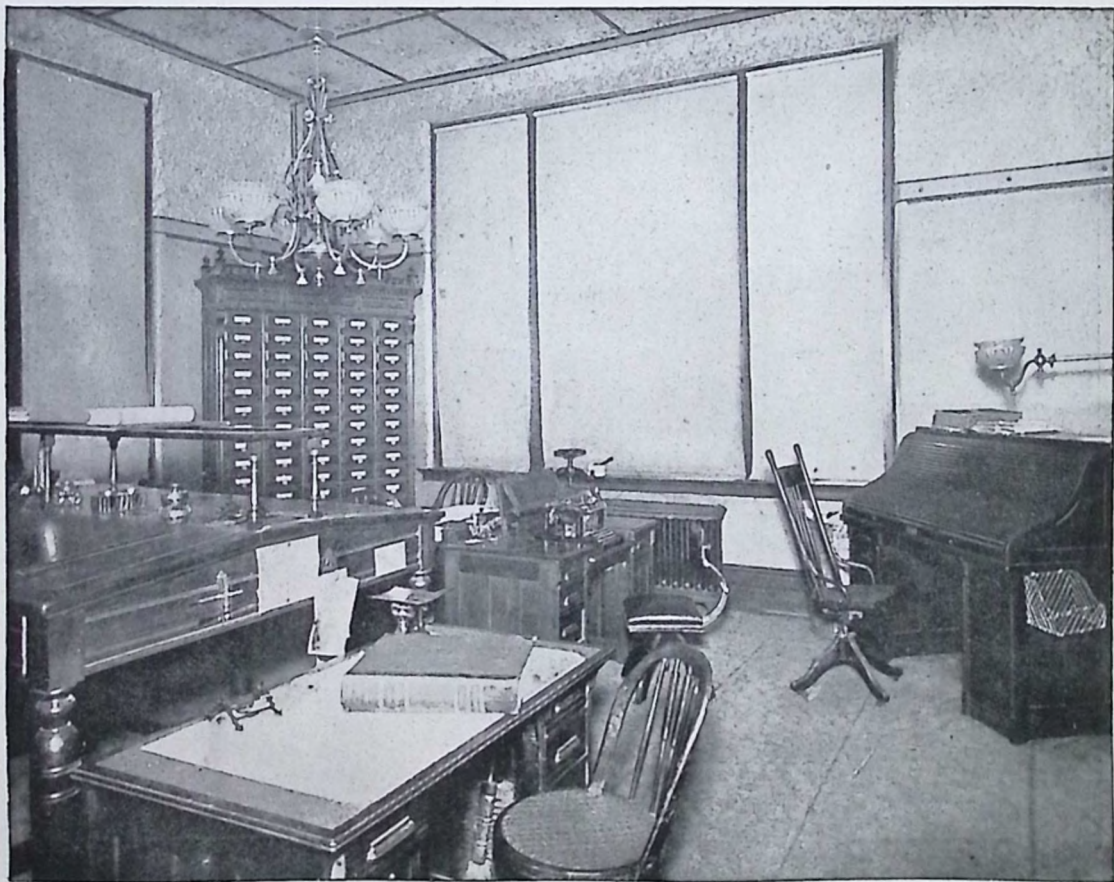
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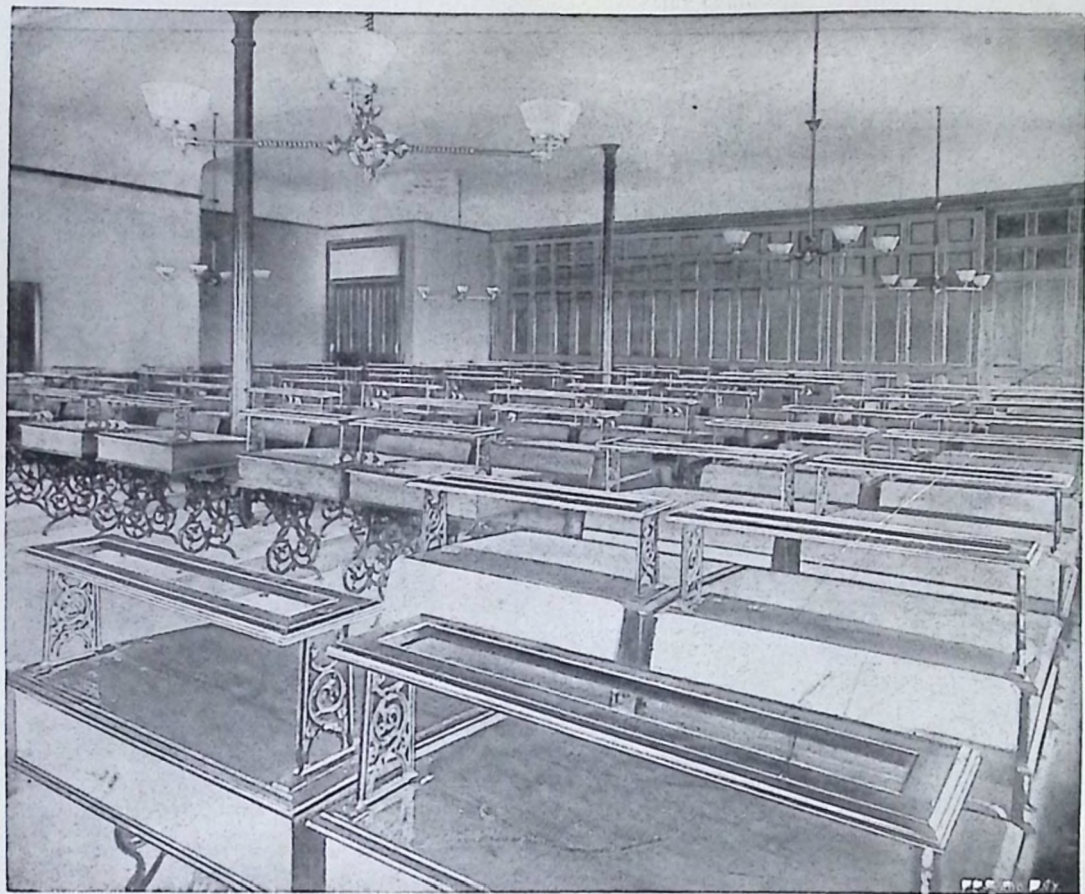
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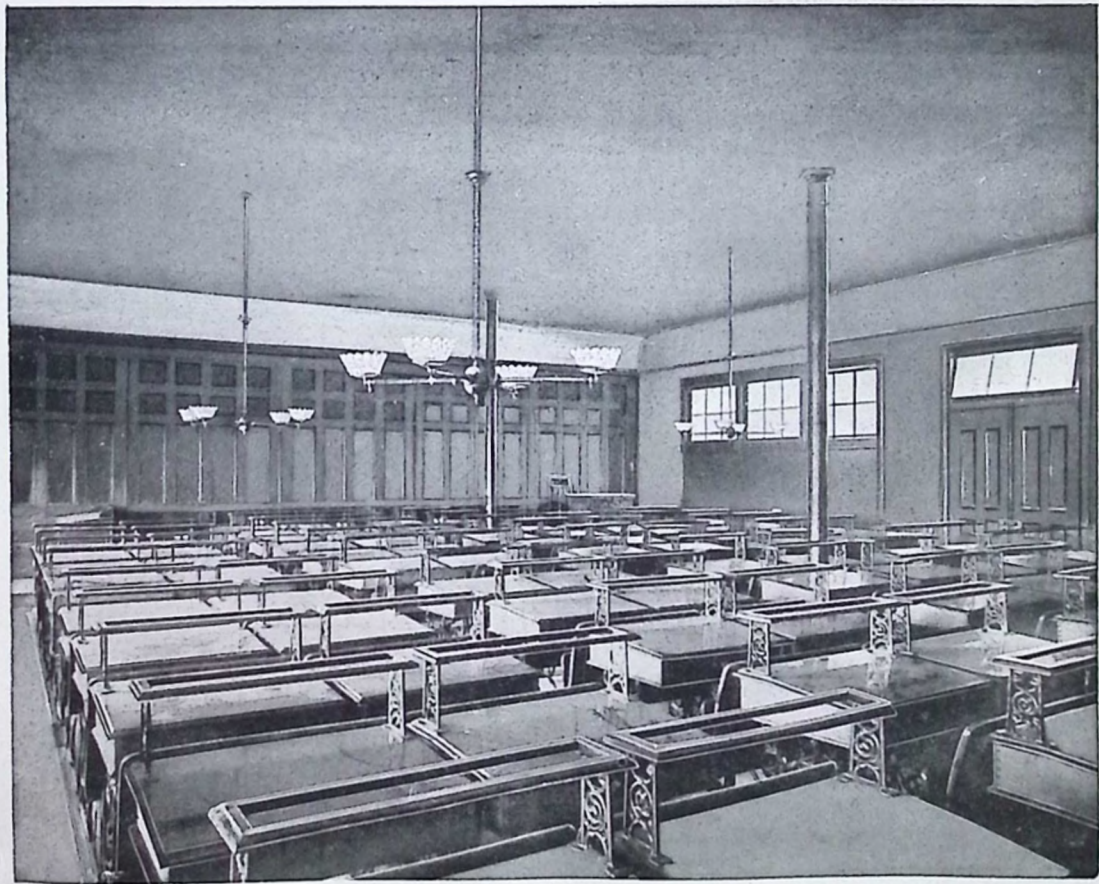
ROCHESTER BUSINESS UNIVERSITY OFFICE.



THE WILLIAMS & ROGERS PUBLICATION OFFICE.



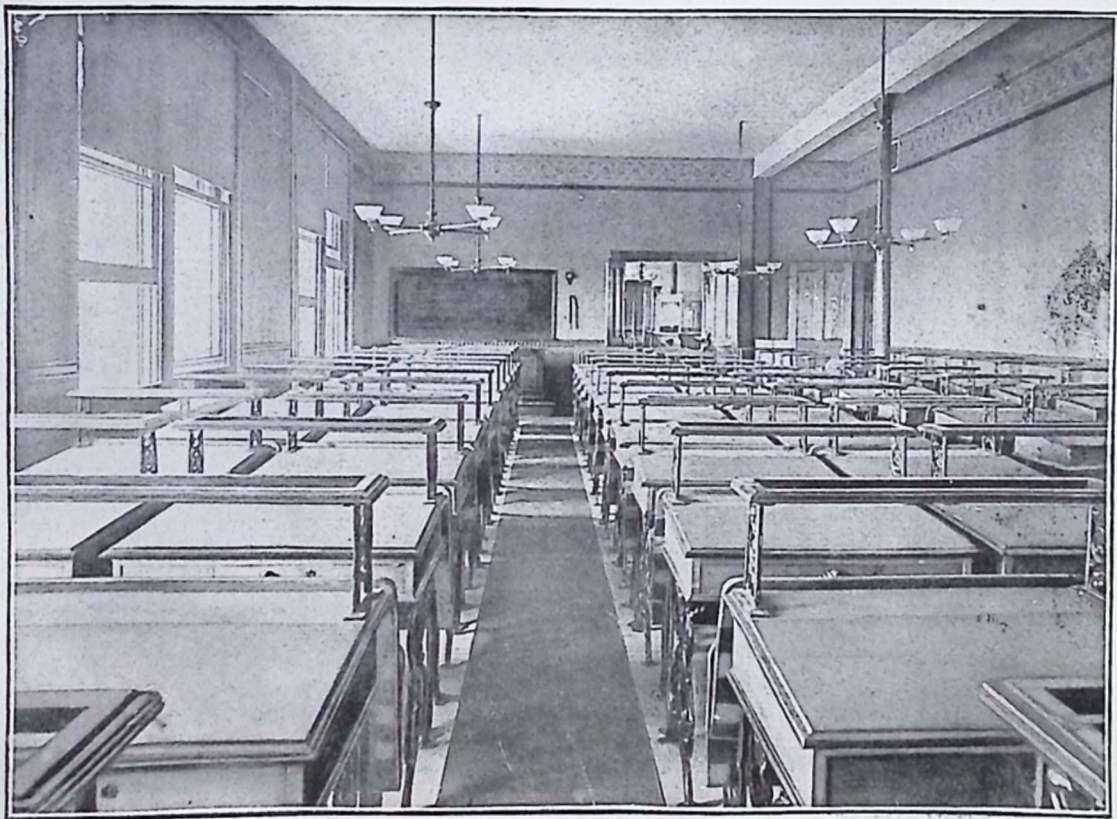
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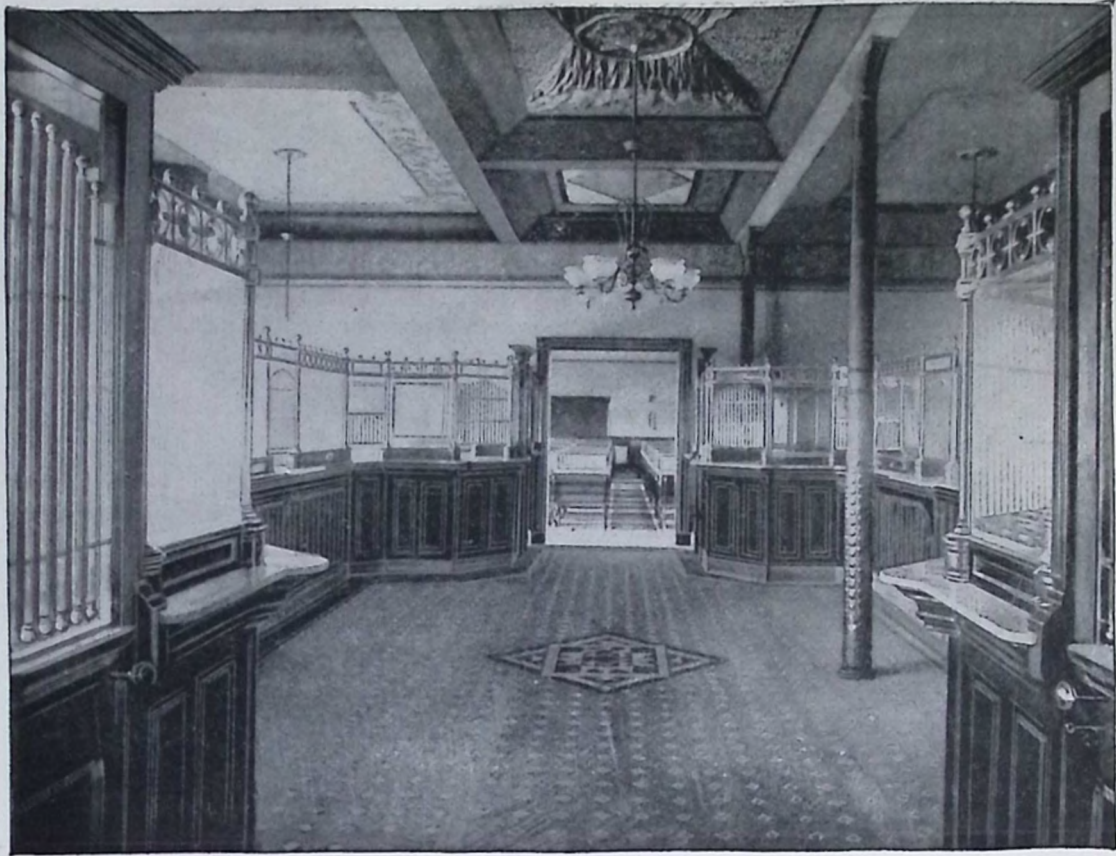
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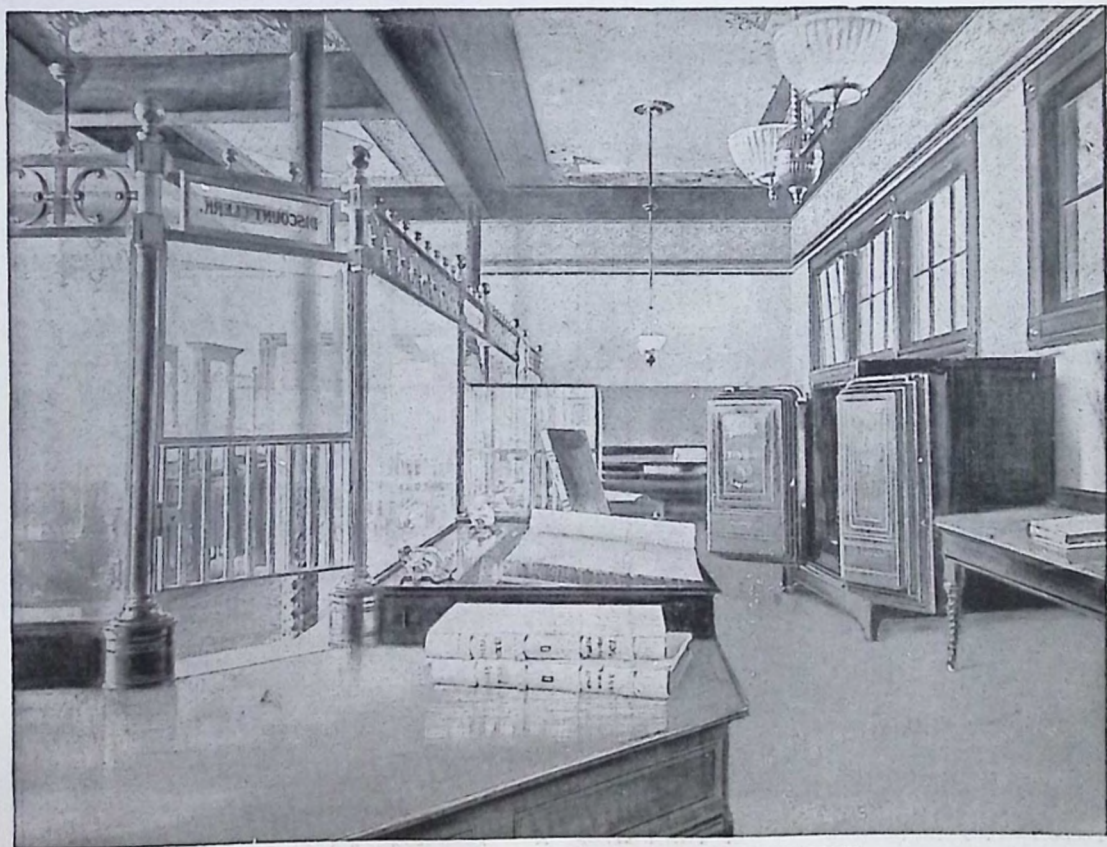
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BUSINESS PRACTICE DEPARTMENT,



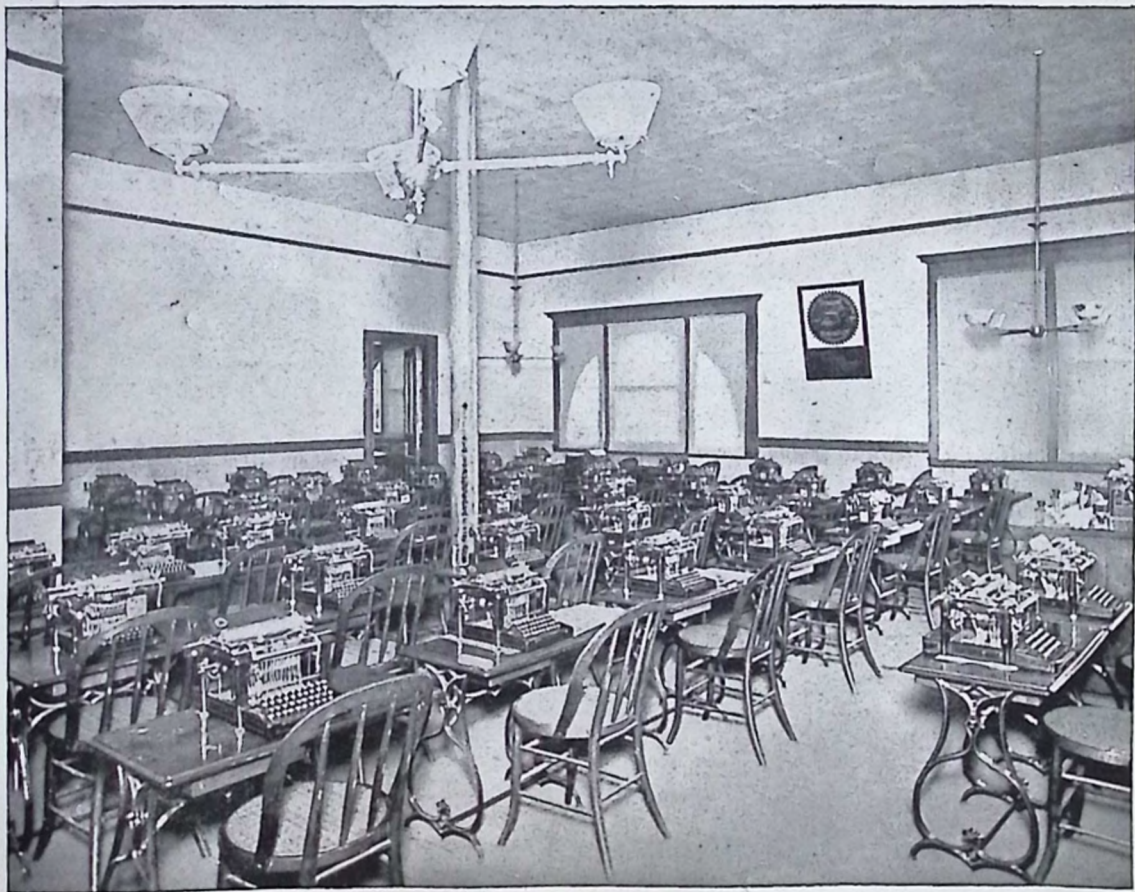
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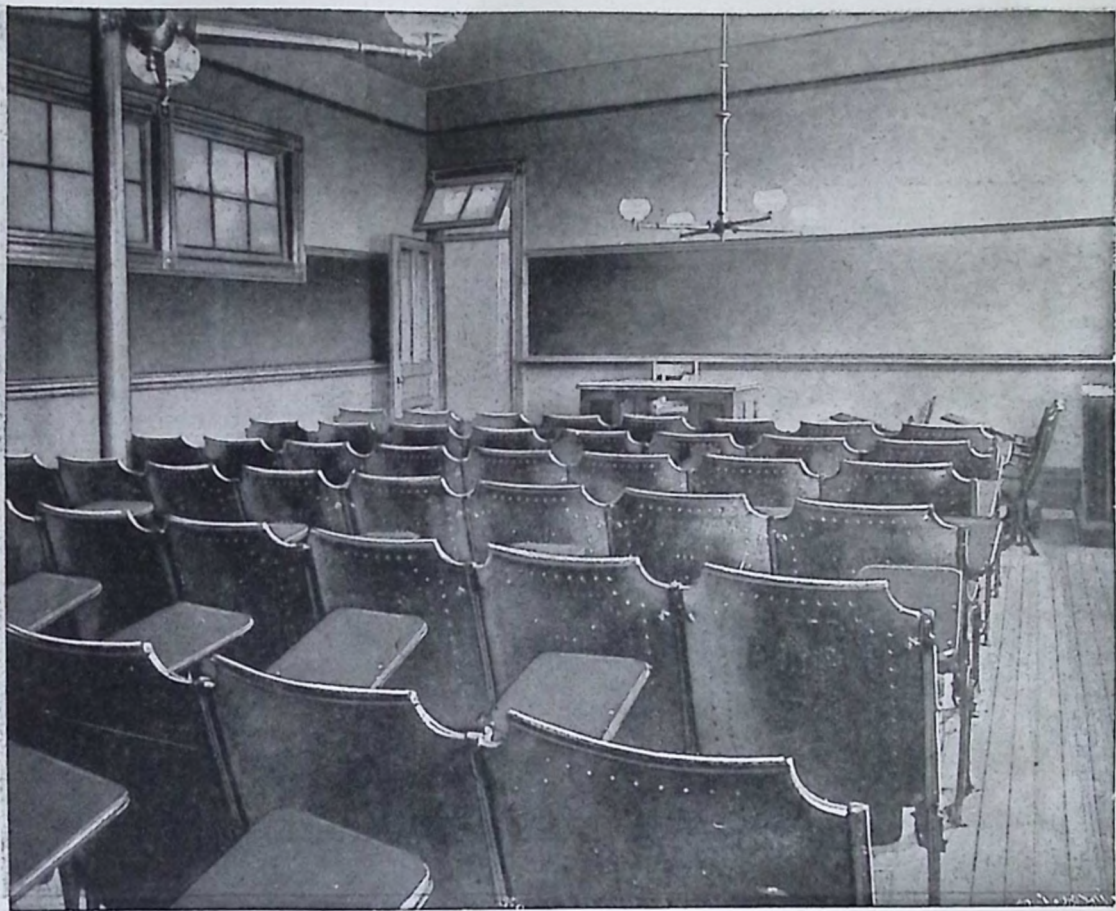
COLLEGE NATIONAL BANK—FOR ADVANCED BUSINESS PRACTICE.



SHORTHAND STUDY ROOM B.



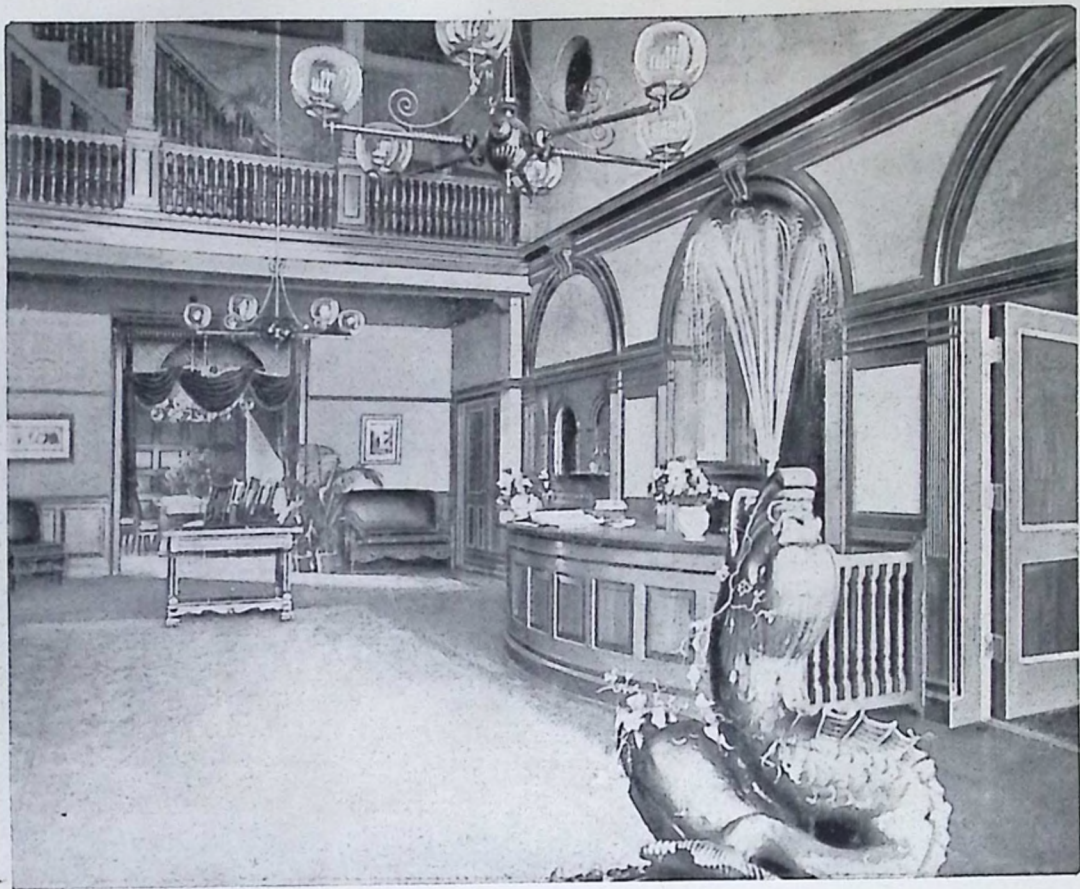
TYPEWRITING ROOM,—FORTY MACHINES.



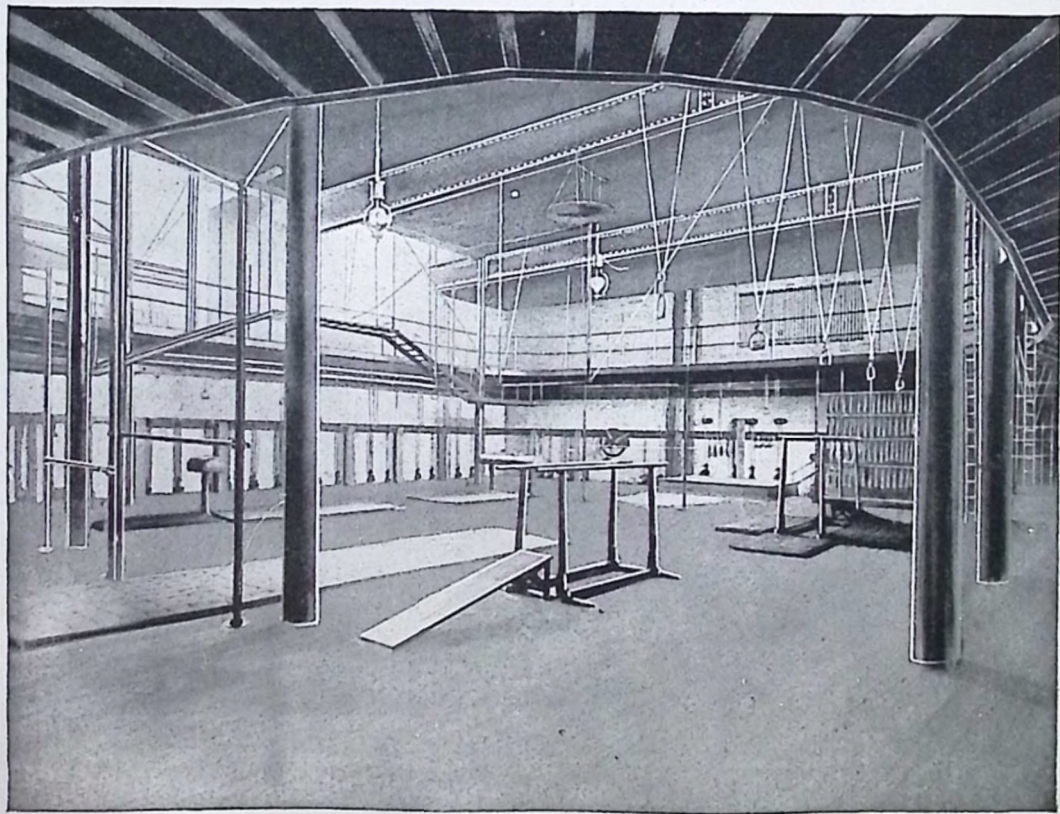
SHORTHAND DICTATION ROOM.



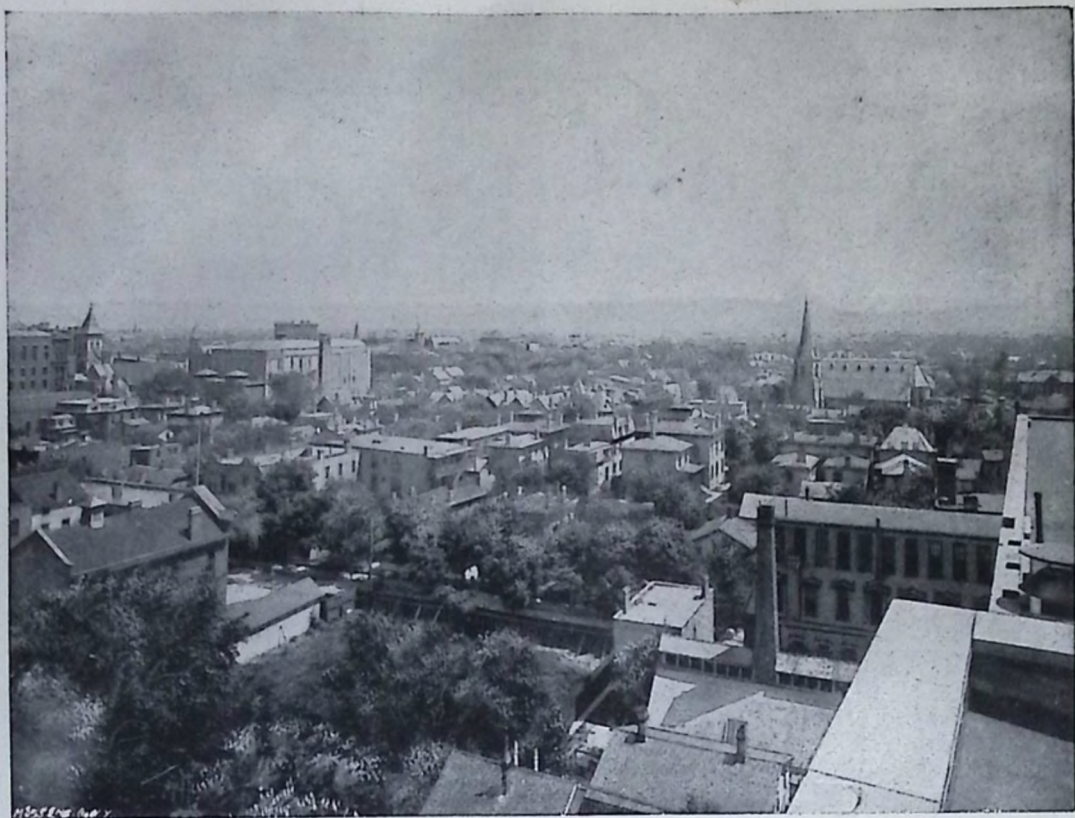
SECOND FLOOR CORRIDOR—STUDENTS' INDIVIDUAL WARDROBES.



OFFICE AND ROTUNDA OF Y. M. C. A.



GYMNASIUM.



VIEW FROM R. B. U., LOOKING EAST.



VIEW FROM R. B. U., LOOKING SOUTH.



VIEW FROM THE R. B. U., LOOKING WEST.

CATALOGUE

OF PUPILS WHO HAVE BEEN IN ACTUAL ATTENDANCE DURING THE
SCHOOL YEAR ENDING JUNE 17, 1893.

LADIES.

Ainsworth, Millie,	-	-	-	-	-	Spencerport, N. Y.
Andruss, Bertha G.,	-	-	-	-	-	Canandaigua, N. Y.
Brady, Minnie,	-	-	-	-	-	Rochester, N. Y.
Brown, Minnie C.,	-	-	-	-	-	" "
Burke, Tessie E.,	-	-	-	-	-	" "
Boylen, Sarah,	-	-	-	-	-	" "
Bowman, Satie J.,	-	-	-	-	-	" "
Buchanan, Mrs. T.,	-	-	-	-	-	Rochester, N. Y.
Bermingham, Mame.	-	-	-	-	-	Le Roy, N. Y.
Budge, Ella,	-	-	-	-	-	Port Hope, Ont.
Blake, Alice,	-	-	-	-	-	Rochester, N. Y.
Boileau, May,	-	-	-	-	-	Bath, N. Y.
Bradish, Carrie L.,	-	-	-	-	-	Rochester, N. Y.
Bemish, Frances L.,	-	-	-	-	-	" "
Coryell, Sadie,	-	-	-	-	-	Branchport, N. Y.
Clark, Frances S.,	-	-	-	-	-	Rochester, N. Y.
Conlon, Anna,	-	-	-	-	-	" "
Cole, Jessie,	-	-	-	-	-	Holley, N. Y.
Cramer, C. Margaret,	-	-	-	-	-	No. Rush, N. Y.
Carey, Agnes,	-	-	-	-	-	Gettysburg, Dakota.
Dorman, Jennie,	-	-	-	-	-	Conneaut, Ohio.
Dove, Sarah J.,	-	-	-	-	-	Lyons, N. Y.

Dickson, Kate,	-	-	-	-	-	Reynales Basin, N. Y.
Dick, Lizzie,	-	-	-	-	-	Brockwayville, Pa.
Davy, Miss M.,	-	-	-	-	-	Rochester, N. Y.
Emens, Clara,	-	-	-	-	-	Lockport, N. Y.
Evans, Antoinette,	-	-	-	-	-	Rochester, N. Y.
Evans, Amy,	-	-	-	-	-	" "
Ellwanger, Clara I.,	-	-	-	-	-	" "
East, Sarah,	-	-	-	-	-	" "
Ehart, Mamie,	-	-	-	-	-	Lyons, N. Y.
Ely, C. Janie,	-	-	-	-	-	Rochester, N. Y.
Ford, Alice E.	-	-	-	-	-	Elba, N. Y.
Failing, Nellie R.	-	-	-	-	-	St. Johnsville, N. Y.
Fry, Mary	-	-	-	-	-	Rochester, N. Y.
Forward, Emma E.	-	-	-	-	-	Blossvale, N. Y.
Goetzman, Amelia	-	-	-	-	-	Rochester, N. Y.
Griffin, Kittie A.	-	-	-	-	-	" "
Goldring, Fanny	-	-	-	-	-	" "
Garvey, Minnie	-	-	-	-	-	" "
Greene, Hattie M.	-	-	-	-	-	Avon, N. Y.
Huxley, Hattie F.	-	-	-	-	-	Palmyra, N. Y.
Helenboldt, Lena A.	-	-	-	-	-	Rochester, N. Y.
Hubbs, Katherine	-	-	-	-	-	" "
Hubbs, Clara	-	-	-	-	-	" "
Harding, Mary E.	-	-	-	-	-	Albion, N. Y.
Hill, Mabel	-	-	-	-	-	Rochester, N. Y.
Hess, Mrs. Nellie	-	-	-	-	-	Le Roy, N. Y.
Harris, Miss O. D.	-	-	-	-	-	Rochester, N. Y.
Hoyt, Lelia	-	-	-	-	-	Buffalo, N. Y.
Jennings, May E.,	-	-	-	-	-	Rochester, N. Y.
Koerner, Louise,	-	-	-	-	-	" "
Kimball, Miss B. C.,	-	-	-	-	-	" "
Kelley, Maggie G.,	-	-	-	-	-	Hubbardsville, N. Y.
Line, Margaret A.,	-	-	-	-	-	Rochester, N. Y.
Lorscheider, Anna,	-	-	-	-	-	" "
Mahler, Frankie,	-	-	-	-	-	" "
Moore, Grace,	-	-	-	-	-	" "
Merkel, Lena,	-	-	-	-	-	" "
Michaels, Gertrude,	-	-	-	-	-	" "
Morrison, Mary A.,	-	-	-	-	-	East Rush, N. Y.

Thomas, Jessie H.,	-	-	-	-	-	Rushville, N. Y.
Vogel, Flora M.,	-	-	-	-	-	Rochester, N. Y.
Woodward, Sylvia M.,	-	-	-	-	-	Kendall Mills, N. Y.
Welch, Ethel M.,	-	-	-	-	-	" " "
Wilkins, Hattie,	-	-	-	-	-	Rochester, N. Y.
Webster, Jennie,	-	-	-	-	-	" "
Walter, Lilly,	-	-	-	-	-	" "
Williams, Lucile,	-	-	-	-	-	" "
Walz, Marie,	-	-	-	-	-	" "
Yeomans, Florence,	-	-	-	-	-	Walworth, N. Y.
Yestlein, Louise,	-	-	-	-	-	Rochester, N. Y.
Young, Grace,	-	-	-	-	-	" "

GENTLEMEN.

Aimond, Benjamin J.,	-	-	-	-	Rochester, N. Y.
Arnold, Allan M.,	-	-	-	-	Geneseo, N. Y.
Allen, E. D.,	-	-	-	-	Franklin, N. Y.
Allen, Dwight H.,	-	-	-	-	Clarence, N. Y.
Ashton, Alfred H.,	-	-	-	-	Rochester, N. Y.
Allen, Henry A.,	-	-	-	-	" "
Ashe, Thomas F.,	-	-	-	-	West Bloomfield, N. Y.
Adams, Arthur E.,	-	-	-	-	Waddington, N. Y.
Amsden, Frank F.,	-	-	-	-	Malone, N. Y.
Allen, Claude,	-	-	-	-	Clarkson, N. Y.
Adams, Oren S.,	-	-	-	-	Chaumont, N. Y.
Alderman, Henry O.,	-	-	-	-	Dundee, N. Y.
Ashley, Osborne,	-	-	-	-	Rochester, N. Y.
Ballard, Fred,	-	-	-	-	Troy, Pa.
Bainbridge, M.,	-	-	-	-	Ovid, N. Y.
Birkett, Claude H.,	-	-	-	-	Penn Yan, N. Y.
Bettinger, L. P.,	-	-	-	-	Lima, N. Y.
Brainard, Harry C.,	-	-	-	-	Chili Station, N. Y.
Brodie, Emile A.,	-	-	-	-	Caledonia, N. Y.
Bowen, Mortimer,	-	-	-	-	Churchville, N. Y.
Baetzel, Frederick,	-	-	-	-	Rochester, N. Y.
Blair, Norman,	-	-	-	-	" "
Baker, Howard S.,	-	-	-	-	" "
Brown, Oliver S.,	-	-	-	-	Brookfield, N. Y.
Brown, R. A.,	-	-	-	-	Rochester, N. Y.
Boone, Irving,	-	-	-	-	" "
Brown, Charles A.,	-	-	-	-	" "
Bunnell, Mark H.,	-	-	-	-	Dansville, N. Y.
Briggs, Charles R.,	-	-	-	-	Cuba, N. Y.
Blakeslee, Clarence,	-	-	-	-	Rochester, N. Y.
Baxter, Leroy N.,	-	-	-	-	Hubbardsville, N. Y.
Bauer, Charles H.,	-	-	-	-	Rochester, N. Y.
Bowen, Oliver,	-	-	-	-	" "
Bishop, Edwin P.,	-	-	-	-	" "
Brayer, Stephen E.,	-	-	-	-	" "
Booth, Henry N.,	-	-	-	-	Shortsville, N. Y.

Bacon, Myron V.,	-	-	-	-	-	Parma Centre, N. Y.
Bedillion, T. Paul,	-	-	-	-	-	Rochester, N. Y.
Bowman, Joseph,	-	-	-	-	-	Irondequoit, N. Y.
Briggs, John M.,	-	-	-	-	-	So. Butler, N. Y.
Brayton, J. W.,	-	-	-	-	-	Poland, N. Y.
Beckwith, Harry,	-	-	-	-	-	Brighton, N. Y.
Burgett, Charles A.,	-	-	-	-	-	West Rush, N. Y.
Breckenridge, George,	-	-	-	-	-	Higginsville, N. Y.
Biggs, J. L.,	-	-	-	-	-	Penfield, N. Y.
Blackford, Frank C.,	-	-	-	-	-	Adams Basin, N. Y.
Brothers, Thomas,	-	-	-	-	-	Avon, N. Y.
Buedingen, W.,	-	-	-	-	-	Rochester, N. Y.
Bennett, Frank A.,	-	-	-	-	-	Franklin, N. Y.
Benchley, A. E.,	-	-	-	-	-	Rochester, N. Y.
Bagney, John,	-	-	-	-	-	Fillmore, N. Y.
Bosworth, Arthur L.,	-	-	-	-	-	Rochester, N. Y.
Burlingame, Harry T.,	-	-	-	-	-	Brockport, N. Y.
Baker, Fred,	-	-	-	-	-	Rochester, N. Y.
Binsack, Adam,	-	-	-	-	-	" "
Burnham, Frank D.,	-	-	-	-	-	Portville, N. Y.
Barlow, William E.,	-	-	-	-	-	Bradford, Pa.
Busby, A. H.,	-	-	-	-	-	Rochester, N. Y.
Bookman, G. J.,	-	-	-	-	-	Machias, N. Y.
Brayman, Arthur W.,	-	-	-	-	-	Sodus Centre, N. Y.
Bump, Clifford D.,	-	-	-	-	-	Rochester, N. Y.
Barnsdale, James F.,	-	-	-	-	-	W. Walworth, N. Y.
Barnsdale, Wellington E.,	-	-	-	-	-	" " "
Branch, John W.,	-	-	-	-	-	Wayland, N. Y.
Burger, William J.,	-	-	-	-	-	Rochester, N. Y.
Banta, Arthur S.,	-	-	-	-	-	" "
Bowman, Newell,	-	-	-	-	-	Brownsville, Pa.
Culver, H. H.,	-	-	-	-	-	Walworth, N. Y.
Corbin, J. H.,	-	-	-	-	-	Friendship, N. Y.
Culver, J. F.,	-	-	-	-	-	Rochester, N. Y.
Carley, Roy J.,	-	-	-	-	-	Honeoye Falls, N. Y.
Cunningham, Arthur R.,	-	-	-	-	-	Webster, Pa.
Cunningham, Joseph A.,	-	-	-	-	-	Rochester, N. Y.
Clement, W. R.,	-	-	-	-	-	Clayville, N. Y.
Conkling, W. R.,	-	-	-	-	-	Brockport, N. Y.

Cazeau, William,	-	-	-	-	Rochester, N. Y.
Chamberlin, John,	-	-	-	-	Denver, Colo.
Cox, S. E.,	-	-	-	-	Perry, N. Y.
Clark, George S.,	-	-	-	-	Malone, N. Y.
Clark, Edward H.,	-	-	-	-	Rochester, N. Y.
Chapman, Furlow,	-	-	-	-	" "
Curtiss, Frank H.,	-	-	-	-	" "
Conslar, B. F.,	-	-	-	-	" "
Chesebro, Frank J.,	-	-	-	-	No. Brookfield, N. Y.
Crawford, George H.,	-	-	-	-	Sizerville, Pa.
Collins, Alva W.,	-	-	-	-	Churchville, N. Y.
Coe, Charles M.,	-	-	-	-	Bouckville, N. Y.
Cottrell, H. Edward,	-	-	-	-	Sandy Creek, N. Y.
Conklin, Edward L.,	-	-	-	-	Newark, N. Y.
Curtis, Albert B.,	-	-	-	-	Parma, N. Y.
Costich, Richard F.	-	-	-	-	Irondequoit, N. Y.
Colmey, Charles A.,	-	-	-	-	Victor, N. Y.
Coates, Jesse,	-	-	-	-	Christiana, Pa.
Coonrad, Leon H.,	-	-	-	-	Cold Brook, N. Y.
Croft, Edwin, Jr.,	-	-	-	-	No. Bloomfield, N. Y.
Craine, Clifton C.,	-	-	-	-	Brookfield, N. Y.
Cheney, Oliver I.,	-	-	-	-	Boulder, Colo.
Colton C. M.,	-	-	-	-	Rochester, N. Y.
Clum, Fred H.,	-	-	-	-	" "
Conrad, Frederick N.,	-	-	-	-	Glenwood, Florida.
Chase, Lucius,	-	-	-	-	Rochester, N. Y.
Campbell, E. C., Jr.,	-	-	-	-	Gates, N. Y.
Clark, John,	-	-	-	-	New York City, N. Y.
Curtiss, Karl D.,	-	-	-	-	Rochester, N. Y.
Cornell, George,	-	-	-	-	Rochester, N. Y.
Curtiss, Karl D.,	-	-	-	-	Rochester, N. Y.
Dan, A. U.,	-	-	-	-	Belleville, N. Y.
Doyle, Walter R.,	-	-	-	-	Rochester, N. Y.
DeWolf, Frank,	-	-	-	-	" "
Despard, Richard,	-	-	-	-	" "
Day, John D.,	-	-	-	-	" "
Denneen, Dennis E., Jr.,	-	-	-	-	Ft. Covington, N. Y.
Dailey, John F.,	-	-	-	-	Brockport, N. Y.
Depew, A. E.,	-	-	-	-	Hammondsport, N. Y.

Dubelbeiss, Rudolph,	-	-	-	-	-	Irondequoit, N. Y.
Danehy, Timothy,	-	-	-	-	-	Peterboro, N. Y.
Dunklee, J. Emery,	-	-	-	-	-	Rochester, N. Y.
Dorsey, F. J.,	-	-	-	-	-	Mount Reed, N. Y.
Denman, W. C.,	-	-	-	-	-	Auburn, N. Y.
Eastman, Frank C.,	-	-	-	-	-	Wyoming, N. Y.
Ester, William,	-	-	-	-	-	Rochester, N. Y.
Edwards, H. J.,	-	-	-	-	-	" "
Espie, George N.,	-	-	-	-	-	Caledonia, N. Y.
Eldridge, Edwin E.,	-	-	-	-	-	Marion, N. Y.
Erwin, W. G.,	-	-	-	-	-	Rochester, N. Y.
Ensign, Joseph R.,	-	-	-	-	-	Fillmore, N. Y.
Eaton, James H.,	-	-	-	-	-	Rochester, N. Y.
Edmond, Lee,	-	-	-	-	-	Cohocton, N. Y.
Eustace, Harry J.,	-	-	-	-	-	Rochester, N. Y.
Franklin, A. A.,	-	-	-	-	-	Albion, N. Y.
Frickey, C. R.,	-	-	-	-	-	Johnstown, N. Y.
Fuente, Leopold J.,	-	-	-	-	-	Pueblo, Mexico.
Fuente, Mauricio,	-	-	-	-	-	" "
Ford, Edward G.,	-	-	-	-	-	Rochester, N. Y.
Foote, Richard,	-	-	-	-	-	" "
Findlay, Ernest S.,	-	-	-	-	-	" "
Foster, Charles H.,	-	-	-	-	-	" "
Fladd, William J.,	-	-	-	-	-	" "
Fisk, Robert,	-	-	-	-	-	Yates, N. Y.
Furlong, Benjamin,	-	-	-	-	-	Rochester, N. Y.
Freed, William O.,	-	-	-	-	-	Titusville, Pa.
Frank, Julius,	-	-	-	-	-	Rochester, N. Y.
Frost, Charles A.,	-	-	-	-	-	" "
Franke, Benjamin,	-	-	-	-	-	Rochester, N. Y.
Fisk, Albert J.,	-	-	-	-	-	Henrietta, N. Y.
Fish, James,	-	-	-	-	-	Sweden, Pa.
Ferris, William C.,	-	-	-	-	-	Rochester, N. Y.
Fowler, Ernest,	-	-	-	-	-	" "
Fairway, William,	-	-	-	-	-	" "
Fetley, Herbert,	-	-	-	-	-	" "
Feely, Edward F.,	-	-	-	-	-	" "
Farrell, Osborne,	-	-	-	-	-	" "
Gorham, Fordyce C.,	-	-	-	-	-	Coudersport, Pa.

Gorham, Tom J.,	-	-	-	-	-	Coudersport, Pa.
Gay, Charles A.,	-	-	-	-	-	West Henrietta, N. Y.
Goshaw, Elmer,	-	-	-	-	-	Utica, N. Y.
Galloway, Thurlow W.,	-	-	-	-	-	Rochester, N. Y.
Gerould, Truman W.,	-	-	-	-	-	East Smithfield, Pa.
Gildersleeve, Clarence P.,	-	-	-	-	-	Macedon, N. Y.
Gates, John W.,	-	-	-	-	-	Chittenango, N. Y.
Gottschalk, Edward B.,	-	-	-	-	-	Rochester, N. Y.
Gregg, D. J.,	-	-	-	-	-	" "
Griffith, Eugene S.,	-	-	-	-	-	" "
Grow, W. S.,	-	-	-	-	-	Italy, N. Y.
Goodnow, Orin H.,	-	-	-	-	-	Hopkinton, N. Y.
Garlock, Clarence,	-	-	-	-	-	Little Falls, N. Y.
Geer, William,	-	-	-	-	-	Italy, N. Y.
Guffey, J. H.,	-	-	-	-	-	Steubenville, Ohio.
Gaffney, Fred J.,	-	-	-	-	-	Rochester, N. Y.
Gerling, Henry V.,	-	-	-	-	-	" "
Gould, Fred B.,	-	-	-	-	-	West Grafton, W. Va.
Goldsmith, John B.,	-	-	-	-	-	Bartlett, Kansas.
Gerould, Ernest O.,	-	-	-	-	-	East Smithfield, Pa.
Hard, Wallace C.,	-	-	-	-	-	Kuckville, N. Y.
Hadley, J. T.,	-	-	-	-	-	Hadley, Pa.
Hedding, John W.,	-	-	-	-	-	Malone, N. Y.
Hunt, Fred,	-	-	-	-	-	Italy, N. Y.
Hodgson, Thomas,	-	-	-	-	-	Rochester, N. Y.
Hollister, P. H.,	-	-	-	-	-	" "
Hoffman, George F.,	-	-	-	-	-	" "
Hutchinson, C. F.,	-	-	-	-	-	" "
Hustleby, Eugene,	-	-	-	-	-	" "
Hale, Charles F.,	-	-	-	-	-	Norwich, N. Y.
Howard, George W.,	-	-	-	-	-	East Kendall, N. Y.
Hooker, Lewis,	-	-	-	-	-	Brighton, N. Y.
Hood, Samuel J.,	-	-	-	-	-	Knowlesville, N. Y.
Harrington, John,	-	-	-	-	-	Victor, N. Y.
Hinckley, B. E.,	-	-	-	-	-	Provo City, Utah.
Herzog, Will,	-	-	-	-	-	Smethport, Pa.
Hogan, Stephen C.,	-	-	-	-	-	Allen's Hill, N. Y.
Husmann, Charles,	-	-	-	-	-	Rochester, N. Y.
Hewitt, Irving P.,	-	-	-	-	-	Friendship, N. Y.

Halligan, N. J.,	-	-	-	-	-	Rochester, N. Y.
Hidebrand, Charles,	-	-	-	-	-	" "
Heimburger, R. A.,	-	-	-	-	-	" "
Howard, David B.,	-	-	-	-	-	Fairport, N. Y.
Hovey, Fred C.,	-	-	-	-	-	Brockport, N. Y.
Hotchkiss, John D.,	-	-	-	-	-	Rochester, N. Y.
Hayes, Clare H.,	-	-	-	-	-	Branchport, N. Y.
Isler, Geo. C.,	-	-	-	-	-	" "
Johnson, Lester E.,	-	-	-	-	-	Starkville, N. Y.
Judson, Lester C.,	-	-	-	-	-	East Sidney, N. Y.
Jones, Fred L.,	-	-	-	-	-	Randolph, N. Y.
Jones, Fred S.,	-	-	-	-	-	Mt. Morris, N. Y.
Jones, James E.,	-	-	-	-	-	Wolcott, N. Y.
Jordan, Ralph D.,	-	-	-	-	-	Friendship, N. Y.
Knudson, R. S.,	-	-	-	-	-	Grand Forks, N. D.
Kallusch, Wm. H.,	-	-	-	-	-	Rochester, N. Y.
Klock, F. J.,	-	-	-	-	-	Little Falls, N. Y.
Kind, H. H.,	-	-	-	-	-	Albion, N. Y.
Kellogg, Horton M.,	-	-	-	-	-	Rochester, N. Y.
Kelly, Frank H.,	-	-	-	-	-	" "
Kelly, J. Raymond,	-	-	-	-	-	" "
Keyawsky, Leo,	-	-	-	-	-	" "
Kipp, A. Ward,	-	-	-	-	-	" "
Kelly, Daniel F.,	-	-	-	-	-	Churchville, N. Y.
Kingsley, Thomas E.,	-	-	-	-	-	Rosburg, N. Y.
Keating, William,	-	-	-	-	-	Victor, N. Y.
Kayner, Louis C.,	-	-	-	-	-	Gasport, N. Y.
Keppler, Otto,	-	-	-	-	-	Rochester, N. Y.
Killip, Alfred,	-	-	-	-	-	" "
Kent, W. F.,	-	-	-	-	-	Lockport, N. Y.
Lynn, Louis H.,	-	-	-	-	-	Rochester, N. Y.
Livernash, Frederick,	-	-	-	-	-	" "
Lyon, John S.,	-	-	-	-	-	" "
Loveland, Fayette D.,	-	-	-	-	-	Cohocton, N. Y.
Lamoreaux, Andrew T.,	-	-	-	-	-	Newark, N. Y.
Lincoln, George D.,	-	-	-	-	-	Rochester, N. Y.
Lewin, Ralph,	-	-	-	-	-	" "
Laurer, Joseph,	-	-	-	-	-	Binghamton, N. Y.
Lawson, Albert,	-	-	-	-	-	Rochester, N. Y.

Littel, A. T.,	-	-	-	-	-	Macedon, N. Y.
Lyons, Wm. C.,	-	-	-	-	-	Pifford, N. Y.
Loomis, C. H.,	-	-	-	-	-	Batavia, N. Y.
Mersereau, W. C.,	-	-	-	-	-	Union Springs, N. Y.
Martin, Anthony F.,	-	-	-	-	-	Rochester, N. Y.
Metcalf, M. F.,	-	-	-	-	-	Rosburg, N. Y.
Mendline, Fred A.,	-	-	-	-	-	Dansville, N. Y.
Miller, J. Fort,	-	-	-	-	-	Newark, N. Y.
Marshall, J. W.,	-	-	-	-	-	Luthersburgh, Pa.
Mahoney, J.,	-	-	-	-	-	Norway, N. Y.
Murray, John,	-	-	-	-	-	Rochester, N. Y.
Moss, Edward A.,	-	-	-	-	-	Avon, N. Y.
Morey, Eugene L.,	-	-	-	-	-	West Eaton, N. Y.
Millard, Wm. R.,	-	-	-	-	-	Brockport, N. Y.
Morrison, W. C.,	-	-	-	-	-	Clarksburgh, W. Va.
Merrill, Charles E.,	-	-	-	-	-	Geneseo, N. Y.
McMichael, Claude,	-	-	-	-	-	Rochester, N. Y.
McAuliffe, James,	-	-	-	-	-	Fairport, N. Y.
McAuliffe, Geo. W.,	-	-	-	-	-	" "
McElree, T. Edwin,	-	-	-	-	-	Pardoe, Pa.
McNitt, Charles C.,	-	-	-	-	-	Norwich, N. Y.
McDowell, A. A.,	-	-	-	-	-	Marion, N. Y.
McFarlan, Byron,	-	-	-	-	-	Vail's Mills, N. Y.
McAfee, Chester A.,	-	-	-	-	-	Pillar Point, N. Y.
McConnell, Harry,	-	-	-	-	-	Rochester, N. Y.
McKean, J. C.,	-	-	-	-	-	Troy, Pa.
McMillan, Peter A.,	-	-	-	-	-	Canandaigua, N. Y.
Mackie, Harry S.,	-	-	-	-	-	Rochester, N. Y.
Nichols, Wm. Otis,	-	-	-	-	-	Rochester, N. Y.
Norris, Dean S.,	-	-	-	-	-	Scottsville, N. Y.
Naber, Paul,	-	-	-	-	-	Irondequoit, N. Y.
Newman, George B.,	-	-	-	-	-	Rochester, N. Y.
Neal, Fred A.,	-	-	-	-	-	Honeoye Falls, N. Y.
Neill, P. H.,	-	-	-	-	-	Avoca, N. Y.
O'Connor, Joseph E.,	-	-	-	-	-	Rochester, N. Y.
Olney, Almon T.,	-	-	-	-	-	So. Edmeston, N. Y.
Ogden, Chester D.,	-	-	-	-	-	Mt. Morris, N. Y.
O'Callaghan, Francis,	-	-	-	-	-	Rochester, N. Y.
O'Callaghan, Thomas,	-	-	-	-	-	" "

Odell, Howard S.,	-	-	-	-	-	Middleport, N. Y.
Olmsted, Albert H.,	-	-	-	-	-	Troupsburgh, N. Y.
O'Callaghan, John W.,	-	-	-	-	-	Rochester, N. Y.
Oliver, A. H.,	-	-	-	-	-	" "
O'Connell, Gilbert,	-	-	-	-	-	Trumansburg, N. Y.
Olp, C. Edward,	-	-	-	-	-	Mt. Morris, N. Y.
Pierce, Addison E.,	-	-	-	-	-	No. Bloomfield, N. Y.
Parker, C. Wilson,	-	-	-	-	-	Hamilton, N. Y.
Patterson, William,	-	-	-	-	-	Rochester, N. Y.
Peake, Howard L.,	-	-	-	-	-	" "
Pappert, William,	-	-	-	-	-	" "
Potter, Fred T.,	-	-	-	-	-	Fairport, N. Y.
Pike, John,	-	-	-	-	-	Rochester, N. Y.
Pottorf, J. L. G.,	-	-	-	-	-	" "
Place, Edwin L.,	-	-	-	-	-	Caledonia, N. Y.
Powers, Charles C.,	-	-	-	-	-	Elmira, N. Y.
Pierson, Albert W.,	-	-	-	-	-	Clifton Springs, N. Y.
Prudom, Albert R.,	-	-	-	-	-	Knowlesville, N. Y.
Price, Harry B.,	-	-	-	-	-	Newark, N. Y.
Potwine, C. J.,	-	-	-	-	-	Sodus, N. Y.
Pickle, Charles N.,	-	-	-	-	-	Livonia Station, N. Y.
Peiffer, Fred L.,	-	-	-	-	-	Rochester, N. Y.
Place, Harry L.,	-	-	-	-	-	Caledonia, N. Y.
Pfahl, Julius,	-	-	-	-	-	Rochester, N. Y.
Palmiter, C. C.,	-	-	-	-	-	Brookfield, N. Y.
Phillips, Charles A.,	-	-	-	-	-	Victor, N. Y.
Punnett, Reuben F.,	-	-	-	-	-	Rochester, N. Y.
Perry, Frank B.,	-	-	-	-	-	West Oneonta, N. Y.
Pfahl, Edward J.,	-	-	-	-	-	Rochester, N. Y.
Pease, Walter,	-	-	-	-	-	Hamlin, N. Y.
Phillips, Wm. A.,	-	-	-	-	-	Fayette City, Pa.
Phillips, Arthur H.,	-	-	-	-	-	Hulberton, N. Y.
Parks, Watson A.,	-	-	-	-	-	Brockport, N. Y.
Quinn, Clark H.,	-	-	-	-	-	" "
Rand, F. L.,	-	-	-	-	-	Farmington Hill, Pa.
Reiter, C. D.,	-	-	-	-	-	Troutville, Pa.
Rockwell, Fred S.,	-	-	-	-	-	Rockwell's Mills, N. Y.
Rust, Frank, Jr.,	-	-	-	-	-	Rochester, N. Y.
Roda, George C.,	-	-	-	-	-	" "

Root, Alba W.,	-	-	-	-	-	Rochester, N. Y.
Raymond, Harry R.,	-	-	-	-	-	Norwich, N. Y.
Rowe, C. J.,	-	-	-	-	-	Merwin, Pa.
Remein, John,	-	-	-	-	-	Rochester, N. Y.
Redding, Fred J.,	-	-	-	-	-	" "
Robinson, Guy A.,	-	-	-	-	-	Geneva, Ohio.
Riedesel, Oscar,	-	-	-	-	-	Rochester, N. Y.
Rossenbach, William H.,	-	-	-	-	-	" "
Reese, Edwin L.,	-	-	-	-	-	Wiscoy, N. Y.
Raymond, Ira M.,	-	-	-	-	-	Rushville, N. Y.
Reardon, Henry,	-	-	-	-	-	W. Bloomfield, N. Y.
Robinson, William H.,	-	-	-	-	-	Rochester, N. Y.
Rutz, Leopold,	-	-	-	-	-	" "
Rogers, Louis C.,	-	-	-	-	-	" "
Rodenbeck, W. C.,	-	-	-	-	-	" "
Rogers, Merton W.,	-	-	-	-	-	Evans Mills, N. Y.
Richmond, T. C.,	-	-	-	-	-	Ticonderoga, N. Y.
Richardson, George B.,	-	-	-	-	-	Cortland, N. Y.
Sanderson, Fred. A.,	-	-	-	-	-	Middlesex, N. Y.
Shake, Willie T.,	-	-	-	-	-	Rochester, N. Y.
Stebbins, Louis B.,	-	-	-	-	-	Hubbardsville, N. Y.
Sheets, H. P.,	-	-	-	-	-	Harrisonburgh, Va.
Sweetland, Arthur A.,	-	-	-	-	-	Lawrenceville, Pa.
Shaughnessy, E. J.,	-	-	-	-	-	Rochester, N. Y.
Simon, Aaron,	-	-	-	-	-	" "
Schneider, Herman,	-	-	-	-	-	Churchville, N. Y.
Stull, Alfred P.,	-	-	-	-	-	East Rush, N. Y.
Smith, Frank S.,	-	-	-	-	-	Rochester, N. Y.
Sutphen, G. Ames,	-	-	-	-	-	Palmyra, N. Y.
Seward, Thomas,	-	-	-	-	-	Stone Church, N. Y.
Stewart, Frank,	-	-	-	-	-	Victor, N. Y.
Snyder, Harvey C.,	-	-	-	-	-	Greenwich, N. J.
Stevens, W. V.,	-	-	-	-	-	Rochester, N. Y.
Skutt, Harry H.,	-	-	-	-	-	Kendall, N. Y.
Stempel, Fred L.,	-	-	-	-	-	Bristol Springs, N. Y.
Sweezy, C. R.,	-	-	-	-	-	Marion, N. Y.
Schneider, C. F.,	-	-	-	-	-	Churchville, N. Y.
Smith, H. C.,	-	-	-	-	-	Tamworth, Ont.
Shearer, L. C.,	-	-	-	-	-	Rochester, N. Y.

Steinhauser, Thomas D.,	-	-	-	-	Rochester, N. Y.
Stern, Henry,	-	-	-	-	" "
Stewart, George,	-	-	-	-	" "
Steele, Albert M.,	-	-	-	-	Batavia, N. Y.
Sutherland, A. W.,	-	-	-	-	Canandaigua, N. Y.
Scott, Charles A.,	-	-	-	-	Gates, N. Y.
Schemerhorn, Harry D.,	-	-	-	-	Cortland, N. Y.
Smith, John,	-	-	-	-	Fonda, N. Y.
Smith, Robert Z.,	-	-	-	-	Hallsville, N. Y.
Searle, George S.,	-	-	-	-	Phoenix, Ariz.
Salem, William B.,	-	-	-	-	Fairport, N. Y.
Schilstra, Alex. J.,	-	-	-	-	Rochester, N. Y.
Schulz, Richard T.,	-	-	-	-	" "
Stoneburn, Roy,	-	-	-	-	" "
Snow, Edward,	-	-	-	-	Hammondsport, N. Y.
Spaulding, C. Arthur,	-	-	-	-	Rochester, N. Y.
Snell, Percy E.,	-	-	-	-	" "
Stitt, William J.,	-	-	-	-	" "
Stafford, James,	-	-	-	-	" "
Smedley, John C.,	-	-	-	-	Avon, N. Y.
Sage, Frank T.,	-	-	-	-	Churchville, N. Y.
Shears, Geo. W., Jr.,	-	-	-	-	Malone, N. Y.
Stewart, S. S.,	-	-	-	-	Norwich, N. Y.
Smith, Clarence W.,	-	-	-	-	Avoca, N. Y.
Skinner, M. E.,	-	-	-	-	West Barre, N. Y.
Sackett, E. G., Jr.,	-	-	-	-	Avon, N. Y.
Seeber, E. J.,	-	-	-	-	Nelliston, N. Y.
Snushall, Wilson,	-	-	-	-	Scipioville, N. Y.
Stein, Edward,	-	-	-	-	Rochester, N. Y.
Smith, Louis M.,	-	-	-	-	" "
Townsend, Clark Dewitt,	-	-	-	-	Honeoye Falls, N. Y.
Thompson, Thomas H.,	-	-	-	-	Rochester, N. Y.
Thomas, Ralph,	-	-	-	-	Mexico, N. Y.
Townsend, Fred. K.,	-	-	-	-	Rochester, N. Y.
Thorp, Will L.,	-	-	-	-	Juneau, Alaska.
Turner, Harry E.,	-	-	-	-	Clarendon, N. Y.
Tompkins, W. L.,	-	-	-	-	Rochester, N. Y.
Thayer, Lester,	-	-	-	-	" "
Thistle, William,	-	-	-	-	Parma Centre, N. Y.

Tyler, Geo. M.,	-	-	-	-	-	W. Bloomfield, N. Y.
Tibbitts, Henry H.,	-	-	-	-	-	Newville, N. Y.
Tamblyn, Fred.,	-	-	-	-	-	Clarendon, N. Y.
Townsend, Harry,	-	-	-	-	-	Richmond Mills, N. Y.
Tapley, Clark S.,	-	-	-	-	-	Brockport, N. Y.
Taylor, James H.,	-	-	-	-	-	Rochester, N. Y.
Thon, Henry,	-	-	-	-	-	" "
Underwood, James H.,	-	-	-	-	-	Rushville, N. Y.
VanHoesen, Claude L.,	-	-	-	-	-	Rochester, N. Y.
Vary, Walter J.,	-	-	-	-	-	Middleport, N. Y.
Valentine, B. E.,	-	-	-	-	-	Rose, N. Y.
Viele, Charles W.,	-	-	-	-	-	So. Butler, N. Y.
VanHoesen, F. M.,	-	-	-	-	-	Cortland, N. Y.
Widener, A. M.,	-	-	-	-	-	Clifton, N. Y.
Wright, Arthur T.,	-	-	-	-	-	Penn Yan, N. Y.
Wier, R. D.,	-	-	-	-	-	Newark, N. Y.
Weber, Geo. J. J.,	-	-	-	-	-	Rochester, N. Y.
Warren, Edwin H.,	-	-	-	-	-	" "
Williams, Herbert G.,	-	-	-	-	-	" "
Waldron, Clarence R.,	-	-	-	-	-	" "
Wimple, Calvin J.,	-	-	-	-	-	Lacona, N. Y.
Watters, J. E.,	-	-	-	-	-	Rochester, N. Y.
Wilburn, Bertram V.,	-	-	-	-	-	" "
Whitehouse, W. A.,	-	-	-	-	-	Boston, Mass.
West, Erastus L.,	-	-	-	-	-	Lakeville, N. Y.
Wilson, Hugh,	-	-	-	-	-	Rochester, N. Y.
Wells, Jay,	-	-	-	-	-	Belleville, Ont.
Wood, Ralph L.,	-	-	-	-	-	W. Bloomfield, N. Y.
Williams, Fred. S.,	-	-	-	-	-	West Shelby, N. Y.
White, Carl A.,	-	-	-	-	-	Newport, Vt.
Walzer, Marsh,	-	-	-	-	-	Irondequoit, N. Y.
Woolverton, Theoron,	-	-	-	-	-	Grimsby, Ont.
Wilcox, Harry,	-	-	-	-	-	Rochester, N. Y.
Westbury, Raymond E.,	-	-	-	-	-	" "
Wellington, J. E.,	-	-	-	-	-	" "
Wakefield, Newel W.,	-	-	-	-	-	Homer, N. Y.
Wood, Warren,	-	-	-	-	-	Kidwell, W. Va.
Wright, John S.,	-	-	-	-	-	Rochester, N. Y.
Wilson, Ralph,	-	-	-	-	-	Brooklyn, N. Y.

Ward, Lot R.,	-	-	-	-	-	Bishopville, N. Y.
Wells, James M.,	-	-	-	-	-	Potter, N. Y.
Weier, J. E ,	-	-	-	-	-	Newark, N. Y.
Yawman, F. J.,	-	-	-	-	-	Rochester, N. Y.

